

YREKA CITY COUNCIL  
AGENDA

May 21, 2015 – 6:30 P.M.

Yreka City Council Chamber 701 Fourth Street, Yreka, CA

The full agenda packet can be found on the City's website [www.ci.yreka.ca.us/council](http://www.ci.yreka.ca.us/council)

PLEDGE OF ALLEGIANCE

**PUBLIC COMMENTS:** This is the time for public comments. Council may ask questions but may take no action during the public comment section of the meeting, except to direct staff to prepare a report or place an item on a future agenda. If you are here to make comments on a specific agenda item, you may speak at that time. If not, this is the time. Please limit your remarks to 5 minutes.

**SPEAKERS:** Please speak from the podium. State your name and mailing address so that City Staff can respond to you in regard to your comments, or provide you with information, if appropriate. You are not required to state your name and address if you do not desire to do so.

1. Discussion/Possible Action - Consent Calendar: All matters listed under the consent calendar are considered routine and will be enacted by one motion unless any member of the Council wishes to remove an item for discussion or a member of the audience wishes to comment on an item. The City Manager recommends approval of the following consent calendar items:
  - a. Approval/ratification of payments issued from May 8 through May 21, 2015.
  - b. Approval of Minutes of the meeting held May 7, 2015.
2. Discussion/Possible Action – Miner Street Grant - Community Projects Application – Old Town Yreka Merchants – re-paint light poles and clock tower black and purchase and install new banners on light poles on Miner Street.
3. Discussion/Possible Action – Miner Street Grant - Façade Program Application – Ken Barnes – 200 & 202 W. Miner Street – Stucco repair, paint, refurbish/purchase and install awnings over windows and purchase and install new front door - 202 W. Miner.
4. Discussion/Possible Action – Miner Street Grant - Façade Program Application –Dan and Patti Daniels – 320 W. Miner Street – replace upper and lower windows.
5. Discussion/Possible Action – Adopt Resolution approving execution of the Memorandum of Understanding between the City of Yreka and the Yreka City Employees Association and Opt Out Medical Letters of Understanding with other bargaining groups.
6. Discussion/Possible Action – Approve Amendment to Employment Agreement – City Manager.
7. Discussion/Possible Action – Budget revisions –
  - A. Approve a supplemental appropriation request of \$15,000 to support CDBG related project activities.
  - B. Approval of the 2014-2015 Midyear Operating Budget Revision.
8. City Treasurer's Report: Discussion/Possible Action – Acceptance of: Cash Balances Report – March 2015

Quarterly Treasurer's Investment Report – 3rd Quarter FY 2014/2015  
Budget of Revenue and Expenditures with Year to Date Actuals through March 2015  
Quarterly Fiscal Performance Report – 3<sup>rd</sup> Quarter Fiscal Year 2014/2015

9. City Manager Report

- Update on Status of Miner Street Grant Program.

Council Statements and Requests: Members of the Council may make brief announcements or reports or request staff to report to Council on any matter at a subsequent meeting.

**CLOSED SESSION:**

1. Conference with Legal Counsel - Anticipated Litigation

Initiation of litigation pursuant to Subdivision (c) of Section 54956.9 of the Government Code: (Number of cases to be discussed – 1 - The names of the parties are not disclosed as it is believed that that to do so would jeopardize the City's ability to serve process or to conclude existing settlement negotiations to the City's advantage).

**RETURN TO OPEN SESSION: Announcement** of any action taken by the City Council in Closed Session required by the Ralph M. Brown Act. (Government Code Section 54950 et. seq.)

Adjournment.

In compliance with the requirements of the Brown Act, notice of this meeting has been posted in a public accessible place, 72 hours in advance of the meeting.

All documents produced by the City which are related to an open session agenda item and distributed to the City Council are made available for public inspection in the City Clerk's Office during normal business hours.

*In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the City Clerk 48 hours prior to the meeting at (530) 841-2324 or by notifying the Clerk at [casson@ci.yreka.ca.us](mailto:casson@ci.yreka.ca.us).*

# Accounts Payable

## Computer Check Proof List by Vendor

User: lysandra  
 Printed: 05/12/2015 - 12:37PM  
 Batch: 00003.05.2015



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1326 PAY REQUEST #10	MARRONE CONSTRUCTION INC NORTH YREKA CREEK #10	200,889.64	05/12/2015	60-400-6009-615-003	Check Sequence: 1 ACH Enabled: False
	Check Total:	200,889.64			
Vendor: 1842 PAYMENT #12	T & S CONSTRUCTION CO INC WWT&C PAYMENT #12	837,399.54	05/12/2015	81-560-3024-625-000	Check Sequence: 2 ACH Enabled: False
	Check Total:	837,399.54			
	Total for Check Run:	1,038,289.18			
	Total of Number of Checks:	2			

# Accounts Payable

## Manual Check Proof List

User: lysandra  
Printed: 05/12/2015 - 10:41AM  
Batch: 00003.05.2015



Invoice No	Amount	Payment Date	Description	Check Number	Date	Acct Number	reference
Vendor: 1297	SCOTT VALLEY BANK						
				554	05/04/2015		
05/04/15	620.34	05/04/2015	CREDIT CARD CHARGES 4/15			70-030-0000-526-100	
Total for Check	620.34						
Total for 1297	620.34						
Total Checks:		620.34					

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# Accounts Payable

## Computer Check Proof List by Vendor

User: lysandra  
 Printed: 05/13/2015 - 4:31PM  
 Batch: 00004.05.2015



Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 2271	ACCELA INC #774375			Check Sequence: 1	ACH Enabled: False
30685	INV 30685 APRIL 2015	274.00	05/22/2015	70-030-0000-526-100	
30685	INV 30685 APRIL 2015	274.00	05/22/2015	80-030-0000-526-100	
	Check Total:	548.00			
Vendor: 1007	ALLIED INSURANCE			Check Sequence: 2	ACH Enabled: False
926230332 15/16	ACCT 926230332 15/16	250.00	05/22/2015	01-030-0000-530-000	
	Check Total:	250.00			
Vendor: 3007	AMERIGAS			Check Sequence: 3	ACH Enabled: False
802295561	INV 802295561	135.93	05/22/2015	80-560-0000-518-002	
	Check Total:	135.93			
Vendor: 1080	ARAMARK UNIFORM SERVICES INC			Check Sequence: 4	ACH Enabled: False
506-3707927	INV 506-3707927	45.68	05/22/2015	01-480-0000-525-001	
506-3722460	INV 506-3722460	45.68	05/22/2015	01-480-0000-525-001	
506-3746151	INV 506-3746151	45.68	05/22/2015	01-480-0000-525-001	
506-3754349	INV 506-3754349	45.68	05/22/2015	01-480-0000-525-001	
	Check Total:	182.72			
Vendor: 2217	TIMOTHY ASELTINE			Check Sequence: 5	ACH Enabled: False
1187	INV 1187	19.00	05/22/2015	01-350-0000-520-001	
	Check Total:	19.00			
Vendor: 2112	AT&T GLOBAL SERVICES			Check Sequence: 6	ACH Enabled: False
SB839434	INV SB839434	233.18	05/22/2015	01-060-0000-515-000	
SB839434	INV SB839434	72.38	05/22/2015	01-030-0000-515-000	
SB839434	INV SB839434	72.38	05/22/2015	01-040-0000-515-000	
SB839434	INV SB839434	144.76	05/22/2015	01-300-0000-515-000	

☺ 5/13/15

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	522.70			
Vendor: 6021	BASIC LABORATORY INC			Check Sequence: 7	ACH Enabled: False
1503473	INV 1503473	71.40	05/22/2015	80-560-0000-416-001	
1503531	INV 1503531	135.40	05/22/2015	80-560-0000-416-001	
1503788	INV 1503788	996.00	05/22/2015	80-560-0000-416-001	
1503789	INV 1503789	249.00	05/22/2015	80-560-0000-416-001	
1503791	INV 1503791	135.40	05/22/2015	80-560-0000-416-001	
1503901	INV 1503901	135.40	05/22/2015	80-560-0000-416-001	
1504174	INV 1504174	135.40	05/22/2015	80-560-0000-416-001	
	Check Total:	1,858.00			
Vendor: 1023	BAXTER AUTO PARTS			Check Sequence: 8	ACH Enabled: False
3011217 4/15	ACCT 3011217 4/15	20.84	05/22/2015	70-500-0000-416-009	
3011217 4/15	ACCT 3011217 4/15	8.79	05/22/2015	20-310-0000-416-001	
	Check Total:	29.63			
Vendor: 1423	ALICE BRANDON			Check Sequence: 9	ACH Enabled: False
11050	INV 11050	85.00	05/22/2015	80-560-0000-416-001	
	Check Total:	85.00			
Vendor: 2180	BRAY & ASSOCIATES			Check Sequence: 10	ACH Enabled: False
1018	INV 1018	1,065.00	05/22/2015	71-500-6010-525-000	
1019	INV 1019	1,855.00	05/22/2015	81-550-6010-525-000	
1020	INV 1020	660.00	05/22/2015	60-310-6010-525-000	
	Check Total:	3,580.00			
Vendor: UB*00198	CHRIS CALLAHAN			Check Sequence: 11	ACH Enabled: False
	Refund Check	25.00	05/22/2015	70-000-0000-950-000	
	Refund Check	15.00	05/22/2015	80-000-0000-950-000	
	Refund Check	5.00	05/22/2015	31-000-0000-950-000	
	Refund Check	5.00	05/22/2015	30-000-0000-950-000	
	Check Total:	50.00			
Vendor: 1057	CDW-G COMPUTING SOLUTIONS			Check Sequence: 12	ACH Enabled: False
VJ21205	INV VJ21205	973.70	05/22/2015	01-050-0000-516-000	
	Check Total:	973.70			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1068	CL POPE CO			Check Sequence: 13	ACH Enabled: False
23695	INV 23695	23.00	05/22/2015	80-560-0000-420-003	
23695	INV 23695	23.00	05/22/2015	70-510-0000-420-000	
23695	INV 23695	150.00	05/22/2015	70-500-0000-416-000	
23695	INV 23695	150.00	05/22/2015	80-550-0000-416-000	
23695	INV 23695	150.00	05/22/2015	01-400-0000-416-000	
23695	INV 23695	67.03	05/22/2015	20-310-0000-416-001	
23696	INV 23696	167.59	05/22/2015	01-350-0000-520-000	
	Check Total:	730.62			
Vendor: 2273	CONE PLUMBING INC			Check Sequence: 14	ACH Enabled: False
3663	INV 3663	155.33	05/22/2015	70-500-0000-416-009	
	Check Total:	155.33			
Vendor: 3118	CROSS PETROLEUM			Check Sequence: 15	ACH Enabled: False
234934-IN	INV 234934-IN	2,601.79	05/22/2015	01-350-0000-520-100	
234935-IN	INV 234935-IN	8,880.44	05/22/2015	01-350-0000-520-100	
68834-IN	INV 68834-IN	33.36	05/22/2015	01-350-0000-520-100	
	Check Total:	11,515.59			
Vendor: 10101	DEPT OF JUSTICE			Check Sequence: 16	ACH Enabled: False
97688	INV 97688	32.00	05/22/2015	01-200-0000-525-000	
97688	INV 97688	32.00	05/22/2015	01-400-1028-525-000	
	Check Total:	64.00			
Vendor: 1109	DOBBY'S LOCK & KEY SHOP			Check Sequence: 17	ACH Enabled: False
8149	INV 8149	124.70	05/22/2015	01-080-0000-521-000	
	Check Total:	124.70			
Vendor: 1116	DRY CREEK LANDFILL INC			Check Sequence: 18	ACH Enabled: False
2106873	INV 2106873	2,197.44	05/22/2015	80-560-0000-420-006	
2111760	INV 2111760	2,190.96	05/22/2015	80-560-0000-420-006	
	Check Total:	4,388.40			
Vendor: 1810	FASTENAL COMPANY			Check Sequence: 19	ACH Enabled: False
CAYRE2041	INV CAYRE2041	41.30	05/22/2015	01-370-0000-520-000	
	Check Total:	41.30			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 1902	G & G HARDWARE (WWTP)			Check Sequence: 20	ACH Enabled: False
186509	INV 186509	27.09	05/22/2015	80-560-0000-420-003	
187011	INV 187011	12.66	05/22/2015	80-560-0000-420-003	
187348	INV 187348	52.65	05/22/2015	80-560-0000-420-003	
	Check Total:	92.40			
Vendor: 2024	GERARD PELLETIER TRANSFER (FLEET)			Check Sequence: 21	ACH Enabled: False
7406	INV 7406 ACCT 45	30.00	05/22/2015	01-350-0000-416-001	
8426	INV 8426 ACCT 45	27.00	05/22/2015	01-350-0000-416-001	
8697	INV 8697 ACCT 45	30.00	05/22/2015	01-350-0000-416-001	
	Check Total:	87.00			
Vendor: 1137	GERARD PELLETIER TRANSFER (PW)			Check Sequence: 22	ACH Enabled: False
7122	INV 7122 ACCT 165	339.72	05/22/2015	20-311-0000-420-001	
7128	INV 7128 ACCT 165	338.01	05/22/2015	20-311-0000-420-001	
7137	INV 7137 ACCT 165	369.93	05/22/2015	20-311-0000-420-001	
7453	INV 7453 ACCT 165	75.24	05/22/2015	01-370-0000-518-004	
7614	INV 7614 ACCT 165	328.89	05/22/2015	20-311-0000-420-001	
7621	INV 7621 ACCT 165	314.07	05/22/2015	20-311-0000-420-001	
7626	INV 7626 ACCT 165	278.16	05/22/2015	20-311-0000-420-001	
7633	INV 7633 ACCT 165	340.86	05/22/2015	20-311-0000-420-001	
8281	INV 8281 ACCT 165	35.34	05/22/2015	01-370-0000-518-004	
8284	INV 8284 ACCT 165	49.59	05/22/2015	01-400-0000-518-004	
8285	INV 8285 ACCT 165	32.63	05/22/2015	01-400-0000-518-004	
8780	INV 8780 ACCT 165	5.00	05/22/2015	20-311-0000-420-001	
8840	INV 8840 ACCT 165	39.90	05/22/2015	01-370-0000-518-004	
	Check Total:	2,547.34			
Vendor: 1235	CHRIS HEINRICHSEN			Check Sequence: 23	ACH Enabled: False
04/22/15	INV 04/22/15	275.00	05/22/2015	80-550-0000-525-000	
	Check Total:	275.00			
Vendor: 2142	DOHN HENION			Check Sequence: 24	ACH Enabled: False
05/22/15	MAY 2015 (2)	1,250.00	05/22/2015	01-040-0000-525-001	
	Check Total:	1,250.00			
Vendor: 23080	JIM WILSON MOTORS			Check Sequence: 25	ACH Enabled: False
40014	INV 40014	56.73	05/22/2015	01-350-0000-520-000	
40016	INV 40016	19.31	05/22/2015	01-350-0000-520-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
40036	INV 40036	56.73	05/22/2015	01-350-0000-520-000	
	Check Total:	132.77			
Vendor: 1389	JOHN DEERE FINANCIAL			Check Sequence: 26	ACH Enabled: False
9406891	INV 9406891	331.10	05/22/2015	80-560-0000-421-004	
	Check Total:	331.10			
Vendor: 1406	KUBWATER RESOURCES			Check Sequence: 27	ACH Enabled: False
4834	INV 4834	2,682.81	05/22/2015	80-560-0000-416-004	
	Check Total:	2,682.81			
Vendor: 1184	LEHR AUTO ELECTRIC INC			Check Sequence: 28	ACH Enabled: False
01110387	INV 01110387	461.37	05/22/2015	01-350-0000-520-000	
01110677	INV 01110677	235.38	05/22/2015	01-350-0000-520-000	
	Check Total:	696.75			
Vendor: 1185	LES SCHWAB TIRE CENTER			Check Sequence: 29	ACH Enabled: False
67600138004	INV 67600138004	24.51	05/22/2015	01-350-0000-520-000	
	Check Total:	24.51			
Vendor: 1212	MT SHASTA SPRING WATER			Check Sequence: 30	ACH Enabled: False
360392	INV 360392	45.35	05/22/2015	80-560-0000-420-003	
	Check Total:	45.35			
Vendor: 1930	FREDERIC ANDY NICHOLS			Check Sequence: 31	ACH Enabled: False
2015-9847996-02	INV 2015-9847996-02	750.00	05/22/2015	01-020-0000-525-001	
	Check Total:	750.00			
Vendor: 16014	PACE ENGINEERING INC			Check Sequence: 32	ACH Enabled: False
24205	INV 24205	1,584.00	05/22/2015	70-300-0000-525-000	
24381	INV 24381	1,175.25	05/22/2015	01-220-0000-525-000	
	Check Total:	2,759.25			
Vendor: 1244	PACIFIC MUNICIPAL CONSULTANTS			Check Sequence: 33	ACH Enabled: False
43106	INV 43106	187.50	05/22/2015	01-060-0000-526-000	
43106	INV 43106	582.50	05/22/2015	01-060-0000-525-000	
43107	INV 43107	2,375.00	05/22/2015	01-060-0000-526-000	

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Check Total:	3,145.00			
Vendor: 16030	PACIFIC POWER			Check Sequence: 34	ACH Enabled: False
56810019 4/15	62665681-001 9 4/15	61.31	05/22/2015	70-520-0000-518-001	
56810027 4/15	62665681-002 7 4/15	280.64	05/22/2015	01-400-0000-518-001	
56810035 4/15	62665681-003 5 4/15	18,438.59	05/22/2015	70-510-0000-518-001	
56810043 4/15	62665681-004 3 4/15	25.52	05/22/2015	01-090-0000-518-001	
56810050 4/15	62665681-005 0 4/15	307.05	05/22/2015	01-370-0000-518-001	
56810068 4/15	62665681-006 8 4/15	626.75	05/22/2015	70-510-0000-518-001	
56810076 4/15	62665681-007 6 4/15	7,411.42	05/22/2015	20-312-0000-418-001	
56810100 4/15	62665681-010 0 4/15	1,184.03	05/22/2015	70-510-0000-518-001	
56810118 4/15	62665681-011 8 4/15	899.50	05/22/2015	01-210-0000-518-001	
56810142 4/15	62665681-014 2 4/15	10.28	05/22/2015	01-400-0000-518-001	
56810217 4/15	62665681-021 7 4/15	257.00	05/22/2015	01-230-0000-518-001	
56810233 4/15	62665681-023 3 4/15	443.82	05/22/2015	01-350-0000-518-001	
56810258 4/15	62665681-025 8 4/15	12,004.71	05/22/2015	80-560-0000-518-001	
56810274 4/15	62665681-027 4 4/15	1,194.66	05/22/2015	01-200-0000-518-001	
56810324 4/15	62665681-032 4 4/15	865.71	05/22/2015	01-470-0000-518-001	
56810332 4/15	62665681-033 2 4/15	825.27	05/22/2015	01-480-0000-518-001	
56810340 4/15	62665681-034 0 4/15	23.02	05/22/2015	80-560-0000-518-001	
56810415 4/15	62665681-041 5 4/15	819.18	05/22/2015	01-020-0000-518-001	
56810506 4/15	62665681-050 6 4/15	254.31	05/22/2015	80-550-0000-518-001	
56810514 4/15	62665681-051 4 4/15	41.24	05/22/2015	20-312-0000-418-001	
56810514 4/15	62665681-051 4 4/15	62.15	05/22/2015	01-420-0000-518-001	
56810654 4/15	62665681-065 4 4/15	122.95	05/22/2015	01-400-0000-518-001	
56810688 4/15	62665681-068 8 4/15	53.14	05/22/2015	01-400-0000-518-001	
56810696 4/15	62665681-069 6 4/15	142.49	05/22/2015	01-200-0000-518-001	
	Check Total:	46,354.74			
Vendor: 1630	PERSONNEL PREFERENCE			Check Sequence: 35	ACH Enabled: False
67032	INV 67032	59.63	05/22/2015	70-030-0000-526-000	
67032	INV 67032	59.62	05/22/2015	80-030-0000-526-000	
67032	INV 67032	79.50	05/22/2015	01-030-0000-526-000	
67032	INV 67032	47.70	05/22/2015	01-220-0000-526-000	
	Check Total:	246.45			
Vendor: 2044	JOSEPHINE PETERSON			Check Sequence: 36	ACH Enabled: False
1508	INV 1508	2,593.57	05/22/2015	01-220-0000-526-000	
	Check Total:	2,593.57			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
Vendor: 17014 3518674	QUILL CORPORATION INV 3518674	157.34	05/22/2015	Check Sequence: 37 01-370-0000-516-000	ACH Enabled: False
	Check Total:	157.34			
Vendor: 2219 244059 268511	PAUL RICKEY INV 244059 INV 268511	5.46 18.70	05/22/2015 05/22/2015	Check Sequence: 38 01-350-0000-520-000 01-350-0000-520-000	ACH Enabled: False
	Check Total:	24.16			
Vendor: 1298 61564	SCOTT VALLEY FEED INV 61564	923.25	05/22/2015	Check Sequence: 39 01-400-0000-416-000	ACH Enabled: False
	Check Total:	923.25			
Vendor: 1314 12291 12310	SISKIYOU OPPORTUNITY CENTER INV 12291 INV 12310	419.40 32.31	05/22/2015 05/22/2015	Check Sequence: 40 70-030-0000-526-000 01-030-0000-526-000	ACH Enabled: False
	Check Total:	451.71			
Vendor: 1299 3264197128	STAPLES ADVANTAGE INV 3264197128	61.46	05/22/2015	Check Sequence: 41 01-350-0000-516-001	ACH Enabled: False
	Check Total:	61.46			
Vendor: 1333 35577 35851	STEINHOFF HEAVY EQUIPMENT & REPAIR INV 35577 INV 35851	50.21 40.08	05/22/2015 05/22/2015	Check Sequence: 42 01-350-0000-520-000 01-350-0000-520-000	ACH Enabled: False
	Check Total:	90.29			
Vendor: 2270 RFND TOT	US GEOLOGICAL SURVEY REFUND TOT 04/29/15	8.30	05/22/2015	Check Sequence: 43 01-000-0000-813-200	ACH Enabled: False
	Check Total:	8.30			
Vendor: 1353 610470 617266	USA BLUE BOOK INV 610470 CM 617266	362.01 -45.41	05/22/2015 05/22/2015	Check Sequence: 44 80-560-0000-420-003 80-560-0000-420-003	ACH Enabled: False
	Check Total:	316.60			
Vendor: 23040	WELDON'S TIRE SERVICE			Check Sequence: 45	ACH Enabled: False

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
39386	INV 39386	110.25	05/22/2015	01-350-0000-520-200	
39387	INV 39387	826.84	05/22/2015	01-350-0000-520-200	
	Check Total:	937.09			
Vendor: 25005	YREKA AUTO PARTS			Check Sequence: 46	ACH Enabled: False
1395 4/15	ACCT 1395 4/15	541.89	05/22/2015	01-350-0000-520-000	
	Check Total:	541.89			
Vendor: 1375	YREKA FIRE DEPT			Check Sequence: 47	ACH Enabled: False
05/10/15	APRIL 2015	1,224.00	05/22/2015	01-210-0000-560-000	
05/10/15	APRIL 2015	829.12	05/22/2015	01-210-0000-416-000	
05/10/15	APRIL 2015	370.89	05/22/2015	01-210-0000-416-001	
05/10/15	APRIL 2015	119.00	05/22/2015	01-210-0000-421-000	
05/10/15	APRIL 2015	329.99	05/22/2015	01-210-0000-513-000	
05/10/15	APRIL 2015	39.76	05/22/2015	01-210-0000-515-000	
05/10/15	APRIL 2015	147.81	05/22/2015	01-210-0000-516-001	
05/10/15	APRIL 2015	50.21	05/22/2015	01-210-0000-520-000	
	Check Total:	3,110.78			
Vendor: 1379	YREKA POLICE DEPT			Check Sequence: 48	ACH Enabled: False
05/22/15	REIMBURSE PETTY CASH	9.60	05/22/2015	01-200-0000-516-000	
05/22/15	REIMBURSE PETTY CASH	34.00	05/22/2015	01-200-0000-520-310	
05/22/15	REIMBURSE PETTY CASH	9.80	05/22/2015	01-200-0000-516-000	
05/22/15	REIMBURSE PETTY CASH	6.49	05/22/2015	01-200-0000-516-000	
05/22/15	REIMBURSE PETTY CASH	6.49	05/22/2015	01-200-0000-516-000	
05/22/15	REIMBURSE PETTY CASH	9.80	05/22/2015	01-200-0000-516-000	
05/22/15	REIMBURSE PETTY CASH	1.72	05/22/2015	01-200-0000-516-000	
05/22/15	REIMBURSE PETTY CASH	19.60	05/22/2015	01-200-0000-516-000	
05/22/15	REIMBURSE PETTY CASH	2.50	05/22/2015	01-200-0000-520-001	
	Check Total:	100.00			
Vendor: 25120	YREKA TRANSFER			Check Sequence: 49	ACH Enabled: False
246485	INV 246485 ACCT 47811	4,872.34	05/22/2015	80-560-0000-420-006	
	Check Total:	4,872.34			

Invoice No	Description	Amount	Payment Date	Acct Number	Reference
	Total for Check Run:	100,863.87			
	Total of Number of Checks:	49			



MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF  
YREKA HELD IN SAID CITY ON MAY 7, 2015

On the 7<sup>th</sup> day of May 2015, the City Council of the City of Yreka met in the City Council Chambers of said City in regular session, and upon roll call, the following were present: Deborah Baird, Bryan Foster, Joan Smith Freeman, and David Simmen. Absent – John Mercier.

Consent Calendar: Mayor Pro-tempore Foster announced that all matters listed under the consent calendar are considered routine and will be enacted by one motion unless any member of the Council wishes to remove an item for discussion or a member of the audience wishes to comment on an item:

- a. Approval/ratification of payments issued from April 17 through May 7, 2015.
- b. Approval of Minutes of the meeting held April 16, 2015.
- c. Acknowledge Receipt of Annual General Plan Report and Housing Element Progress Report.

Following Council discussion, Councilmember Freeman moved to approve the items on the consent calendar as submitted.

Councilmember Simmen seconded the motion, and upon roll call, the following voted YEA: Baird, Foster, Freeman, and Simmen.

Mayor Pro-tempore Foster thereupon declared the motion carried.

Miner Street Grant Façade Program Application – Applicants Craig and Annette Mommer - Shasta's Confectionery 313 W. Miner Street.

City Manager Baker reported that the City received an application from Craig and Annette Mommer to paint the front exterior and purchase and install a new sign and awning on the front of the building located at 313 W. Miner Street. City staff has reviewed the application and is recommending approval.

The Community Projects Façade Grant Program has been designated to provide financial assistance to local businesses located on Miner Street by providing grants to aid visual improvement projects. This grant was made possible by private funds donated by the Stewart Trust. All projects must be approved by the City Council before any work begins. Projects must be consistent with the City's Historic District rules and regulations.

The Façade Grant Program allows for a grant of up to 50% of the eligible costs, which would equal a grant reimbursement allocation up to \$3,886.41.

Following Council discussion, Councilmember Simmen moved to approve the grant application as submitted and authorize a grant reimbursement allocation of \$3,886.41.

Councilmember Freeman seconded the motion, and upon roll call, the following voted YEA: Baird, Foster, Freeman, and Simmen.

Mayor Pro-tempore Foster thereupon declared the motion carried.

Adopt Resolution # 2015-14 – approving requests associated with Yreka Chamber of Commerce Special Event known as the Yreka Gold Rush Days to be held on June 20, 2015.

Following Council discussion, Councilmember Baird moved to adopt the Resolution as submitted.

Councilmember Freeman seconded the motion, and upon roll call, the following voted YEA: Baird, Foster, Freeman, and Simmen.

Mayor Pro-tempore Foster thereupon declared the motion carried.

Adopt Resolution # 2015-15 accepting and authorizing the recordation of grant deeds for the purpose of a Boundary Line Adjustment between parcels owned by the City of Yreka known as Assessor's Parcel Numbers 013-110-130 & 013-100-140.

City Manager Steve Baker reported that the City owns two parcels on Phillippe Lane purchased for the purpose of supporting industrial development. The northernmost parcel is approximately 8.8 acres and includes the recycling pond that was once part of the former Hi-Ridge Lumber Mill. This parcel, together with approximately 5.4 acres of the southern parcel are currently leased to Fruit Growers as part of the new lumber mill project. This area is surrounded by a berm that was part of the old lumber mill.

Staff has been working on a boundary line adjustment to create a parcel that reflects the boundary of the old mill, with the intent of selling the northern parcel to Fruit Growers. This Resolution authorizes the recording of the Boundary Line Adjustment.

Following Council discussion, Councilmember Simmen moved to adopt the Resolution as submitted.

Councilmember Freeman seconded the motion, and upon roll call, the following voted YEA: Baird, Foster, Freeman, and Simmen.

Mayor Pro-tempore Foster thereupon declared the motion carried.

Adopt Resolution #2015-16 authorizing agreement and acceptance of Easement Deed with Mt. Shasta Title and Escrow Company for the Yreka Creek Greenway.

Jeannette Hook, Administrative Assistant reported that the City has negotiated an access easement with Mt. Shasta Title for the Oberlin Trail Project at the Yreka Creek Greenway. This easement will allow a trail to cross their property at an important location for public, emergency, and maintenance access. Mt. Shasta Title is donating the easement and supporting title research services in exchange for the installation of a revised landscaping and fence to secure their property along the trail. The costs associated with trail construction in this area are estimated to

be approximately \$50,000 including revisions to landscaping and fencing. Funding will come from the River Parkways grant for the Oberlin Trail Project.

Following Council discussion, Councilmember Baird moved to adopt the Resolution as submitted.

Councilmember Freeman seconded the motion, and upon roll call, the following voted YEA: Baird, Foster, Freeman, and Simmen.

Mayor Pro-tempore Foster thereupon declared the motion carried.

Adopt Resolution #2015-17 finding certain city vehicles as surplus property and authorizing sale by the City Manager.

City Manager Baker reported that the Fleet Manager, in cooperation with the Maintenance Manager, is recommending the sale of the vehicles and equipment as listed on the proposed Resolution.

Following Council discussion, Councilmember Freeman moved to adopt the Resolution as submitted.

Councilmember Simmen seconded the motion, and upon roll call, the following voted YEA: Baird, Foster, Freeman, and Simmen.

Mayor Pro-tempore Foster thereupon declared the motion carried.

Adopt Resolution # 2015-18 to approve the sale of surplus property (1998 American LaFrance Fire Engine) to the Scott Valley Fire Protection District.

City Manager Baker reported that one of the items on the surplus property list on this agenda is the 1998 American LaFrance Fire Engine. In the past, the City has donated fire apparatus to other local fire departments (e.g. Klamath River in 2012). This is based on the premise that donating the unit to another fire department with lower call volume that cannot afford this type of unit is of benefit to the City and to general fire service in the County. Having an active engine in other areas of the county helps to suppress fires that could otherwise need mutual aid from Yreka (or other agencies), including fires that could threaten Yreka or other communities. The Scott Valley Fire Protection District has indicated that they have an interest in this engine.

The engine was manufactured by Weststates in Woodland, CA, using American LaFrance parts. Weststates is now out of business and American LaFrance is going through bankruptcy. Parts and service are sometimes difficult to get. This engine also requires repair of a pump and electrical issues that would be in the range of \$2,000 to \$2,500. The estimated value of this engine at auction is difficult to assess, but Fleet staff believes that the auction value is between \$10,000 and \$15,000, based on "fair" condition. To sell this engine in "fair" condition would require the above pump and electrical repairs be completed. Due to the higher value of this engine, staff is not recommending donation, but is recommending a sale price to the Scott Valley

Fire Protection District based on the lower end of the value range less the estimated cost of repairs (i.e. selling the engine “as is”) instead of making the repairs. Staff is therefore recommending a sale price to Scott Valley Fire Protection District of \$7,500. Scott Valley has indicated they would be interested in the engine at that price.

Following Council discussion, Councilmember Freeman moved to adopt the Resolution as submitted.

Councilmember Baird seconded the motion, and upon roll call, the following voted YEA: Baird, Foster, Freeman, and Simmen.

Mayor Pro-tempore Foster thereupon declared the motion carried.

**CLOSED SESSION:**

1. Conference with Legal Counsel - Anticipated Litigation

Initiation of litigation pursuant to Subdivision (c) of Section 54956.9 of the Government Code: (Number of cases to be discussed – 1 - The names of the parties are not disclosed as it is believed that that to do so would jeopardize the City's ability to serve process or to conclude existing settlement negotiations to the City's advantage).

2. Conference with Labor Negotiator Government Code Section 54957.6 (a)

Agency negotiator: Steven Baker.

Employee Organizations: The Yreka City Employees Association.

**RETURN TO OPEN SESSION:** Upon return to open session, City Manager Baker reported that item #1, Conference with Legal Counsel, was pulled from the agenda and that instruction was given regarding item #2, Conference with Labor Negotiator.

**ADJOURNMENT** There being no further business before the Council the meeting was adjourned.

Attest:

\_\_\_\_\_  
John Mercier, Mayor  
Minutes approved by Council  
Motion May 21, 2015

\_\_\_\_\_  
Elizabeth E. Casson, City Clerk



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**CITY OF YREKA  
CITY COUNCIL AGENDA MEMORANDUM**

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To: Yreka City Council  
Prepared by: Steve Baker, City Manager  
Agenda title: Discussion/Possible Action – approve Miner Street Grant Program  
Community Project application – Old Town Yreka Merchants – re-paint light poles and clock tower black and purchase and install new banners on light poles on Miner Street.  
Meeting date: May 21, 2015

---

Discussion:

The City received the attached application from the Old Town Yreka Merchants to re-paint ten (10) light poles and the clock tower black and purchase and install new banners on the light poles on a portion of W. Miner Street from S. Oregon to Main St. City staff has reviewed the application and is recommending approval.

Background:

The Community Projects Grant Program has been designated to provide financial assistance to enhance Miner Street by providing grants to aid community oriented projects. This grant was made possible by private funds donated by the Stewart Trust.

All projects must be approved by the City Council before any work begins. Projects must be consistent with the City's Historic District rules and regulations.

Grants will equal 100% of eligible costs with a maximum grant of \$10,000. Eligible costs include material costs for approved improvements, costs from appropriately licensed third party vendors and/or contractors, architectural and engineering services, and City of Yreka permits and fees directly related to the project.

Fiscal Impact:

The Old Town Yreka Merchants group has submitted an application for \$5,000, which is the estimated amount for all costs including the cost that will be incurred by the Public Works Department for the installation of the banners.

Recommendation:

That the City Council approve the grant application as submitted in an amount not to exceed \$5,000.

Approved by: 

Steven Baker, City Manager



City of Yreka Historic Downtown Community Projects Grant Program

Final Application (Please Attach to Initial Application)

Applicant Name: Old Town Yreka Merchants group  
Address/Property to be improved: Miner Street light poles  
Estimated days/months for project completion: painting to be done on a weekend  
Proposed Budget: \$ 5000.

Please include the following attached to this application, if applicable: a) rendering or sketch of proposed project; b) architectural plans; c) sign plans; d) awning design; e) bids for contracted work; f) a detailed description of the project g) color and materials samples for paint, planters, signs, etc.

Graphic Artist fee \$400. (Emily Rankin, artist)  
10 banners (2 sides) 1000. (Gold Nugget Printing)  
+ shipping 60.  
Painting Contractor 2500. (Dale Whitman Painting)  
City workers labor \$1500-1000, range

Total Estimated Cost: \$ 5000.-

Signed: [Signature]

Property Owner(s) Signature(s) - if applicable

Date: 5-13-15

Signed: Heidi Martin

Applicant(s) Signature(s)

Date: 4-14-15



City of Yreka Historic Downtown Community Projects Grant Program

Initial Application

1. Project Location

Address or Property to be improved: Miner Street

Assessor Parcel Number(s), if applicable: —

Name of Business(es) or organization(s) in project: Old Town Yreka Merchants

2. Applicant Information

Name(s): Old Town Yreka Merchants

Address: 910 Heidi Martin 311 W. Miner St. Yreka

Phone: 530-598-3383 (Heidi)

Name of Property Owner(s): City of Yreka Phone: —

3. Description of proposed project:

- > Create new pole banners (10) for existing poles on Miner Street.
- > Paint 10 poles plus clock tower pole
- > City workers to remove banner brackets + re-install w/ new banners.

4. Estimated total budget for project: \$ 5,000

Signed: \_\_\_\_\_

Property Owner(s) Signature(s) – If applicable

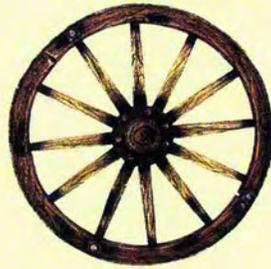
Date: \_\_\_\_\_

Signed: Old Town Yreka Merchants,  
Heidi Martin

Applicant(s) Signature(s)

Date: 4-8-15

Old  
Town  
Yreka



*Historic District*

*est. 1851*

# Vinyl Expressions

819 N. Main St.  
Yreka, CA 96097

Ph: 530-842-2112  
Fax: 530-842-2100

# Estimate

Date	Estimate #
3/27/2015	15

Name / Address
Old Town Yreka <i>Merchants</i>

*white vinyl fabric -*

Description	Qty	Rate	Total
24"w X 54"h Pole Banner. 18oz, double sided, full color printed	1	67.50	67.50T <i>each</i>
Add Pole Pockets at top and bottom of banner	1	18.00	18.00
<b>Subtotal</b>			\$85.50 <i>x10</i>
<b>Sales Tax (7.5%)</b>			\$5.06
<b>Total</b>			\$90.56

*measure pole pocket (1.4")*

*\$ 905.60/10*

*\$ 884.50 -  
TAX 57.34  
30*

# PROPOSAL/CONTRACT

**DALE WHITHAUS PAINTING**  
 13717 Dennis pl  
 Hornbrook CA, 96044  
 (530)475-3823 (530)598-1471  
 LIC # 599738

Please read the important information on the back of this form.

## JOB INFORMATION

CONTRACT NO.	DATE 4-8-15	
PROPOSAL SUBMITTED TO City of Yreka		
PHONE	FAX	
STREET ADDRESS		
CITY	STATE	ZIP

JOB		
APN		
JOB PHONE	JOB FAX	
JOB STREET ADDRESS		
CITY	STATE	ZIP

## JOB DESCRIPTION

The undersigned proposes to furnish all materials and perform all labor necessary to complete the following work of improvement with the plans and specifications attached hereto, and by reference incorporated herewith:

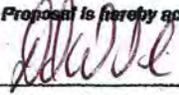
Paint of poles and clock on Miner St

## AGREEMENT AND TERMS OF PAYMENT

COMPLETION DATE	CONTRACT PRICE \$ 2500.00	PAYMENT SCHEDULE
-----------------	------------------------------	------------------

All of the above work is to be completed in a substantial and workmanlike manner according to standard practices on or before the date specified, save and except for any delays caused by strikes, acts of God or other unforeseen happenstances over which the Contractor has no control. Any alteration or deviation from the above specifications involving extra cost of material or labor will only be executed upon written orders for the same, and will become an extra charge over the sum mentioned in this Contract. All agreements must be made in writing. This Proposal shall be binding upon the Contractor for a period not to exceed \_\_\_\_\_ days, unless earlier revoked by written notice of revocation prior to acceptance, at which time this Proposal shall terminate automatically. No contractual rights arise until this Proposal is accepted in writing. Owner to carry fire, tornado and other necessary insurance upon above work. Worker's Compensation and Public Liability Insurance on above work to be taken out by \_\_\_\_\_.

This Proposal is hereby accepted according to the terms thereof and Owner agrees to pay the amounts mentioned in said Proposal and according to the terms thereof.

X  \_\_\_\_\_ X \_\_\_\_\_  
 Signature of Owner Date Signature of Contractor Date



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**CITY OF YREKA**  
**CITY COUNCIL AGENDA MEMORANDUM**

---

To: Yreka City Council  
Prepared by: Steve Baker, City Manager  
Agenda title: Discussion/Possible Action – Miner Street Grant Façade Program application – Applicant Ken Barnes – 200 – 202 W. Miner Street – stucco repair, paint, and refurbish/purchase, install awnings over windows, purchase, and install new front door - 202 W. Miner Street.  
Meeting date: May 21, 2015

---

Discussion:

The City received the attached application from Ken Barnes to repair stucco, and paint the front exterior, refurbish two (2) existing awnings, and purchase and install one (1) new awning on the front of the buildings located at 200 - 202 W. Miner Street. City staff has reviewed the application and is recommending approval.

Background:

The Community Projects Façade Grant Program has been designated to provide financial assistance to local businesses located on Miner Street by providing grants to aid visual improvement projects. This grant was made possible by private funds donated by the Stewart Trust. All projects must be approved by the City Council before any work begins. Projects must be consistent with the City's Historic District rules and regulations.

Eligible buildings must be used for commercial, retail, office, and or mixed use purposes, and are located on Miner Street between the Police Station and Main Street.

Grants will equal 50% of eligible costs with a maximum grant of \$10,000. Eligible costs include material costs for approved improvements, costs from appropriately licensed third party vendors and/or contractors, architectural and engineering services, and City of Yreka permits and fees directly related to the project.

Fiscal Impact:

The Façade Grant Program allows for a grant of up to 50% of the eligible costs, which would equal a grant reimbursement allocation up to \$9,377.

Recommendation:

That the City Council approve the grant application as submitted, and authorize a grant reimbursement allocation of \$9,377.

Approved by: \_\_\_\_\_



Steven Baker, City Manager



RECEIVED  
MAY 11 2015  
CITY OF YREKA

City of Yreka Historic Downtown Façade Grant Program

Final Application (Please Attach to Initial Application)

Applicant Name: KEN BARNES

Address/Property to be improved: 200-202 W. MINER

Estimated days/months for project completion: JUNE 2015

Proposed Budget: \$ 18,753.83

Please include the following attached to this application, if applicable: a) rendering or sketch of proposed improvements; b) architectural plans; c) sign plans; d) awning design; e) bids for contracted work; f) a detailed description of the project g) color and materials samples for paint, awning, signs, etc.

Estimated Costs:

- A. Prepping/Cleaning Exterior \$ INC.
- B. Exterior Paint \$ 5,600
- C. Sign/Awning/Exterior Clutter Removal \$ \_\_\_\_\_
- D. New Signage \$ \_\_\_\_\_
- E. Awnings \$ 9906
- F. Window Treatments/Replacements \$ \_\_\_\_\_
- G. Exterior Lighting \$ \_\_\_\_\_
- H. Façade Restoration \$ 750
- I. Architectural/Design Fees \$ \_\_\_\_\_
- J. Other Proposed Improvements: Replacement of old, barely working door at 202 W. Miner \$ 2120
- K. Building Permit fee (based on value of awning) \$ 302.83
- L. Historic District Permit Fee \$ 75.00

Total Estimated Cost: \$ 18,753.83

Signed: [Signature]  
Property Owner(s) Signature(s)

Date: 5-9-15

Signed: [Signature]  
Applicant(s) Signature(s)

Date: 5-9-15



RECEIVED  
APR 08 2015  
CITY OF YREKA

City of Yreka Historic Downtown Façade Grant Program

Initial Application

1. Project Location

Address or Property to be improved: 200-202 W. MINER ST.

Assessor Parcel Number(s): \_\_\_\_\_

Name of Business(es) or organization(s) in project: MINER ST. MEAT MARKET

2. Applicant Information

Name: KEN BARNES

Address: 1313 N. FOOTHILL DR.

Phone: 842-1616

Do you:  Own  Rent (month to month)  Lease

If leased, date of lease expiration: \_\_\_\_\_

Name of Property Owner(s): SIST PROPERTIES LLC Phone: 842-1616

3. Description of proposed improvements:

- STUCCO REPAIR OF CRACKS AND CRUMBING STUCCO.
- REPAIR OF RAIN GUTTERS LEAKING & CAUSING DIS-COLORATION
- COVERING OF GRAFFITI
- RE-PAINT EXTERIOR Front & East Side (Broadway)
- INSTALLATION OF AWNINGS OVER WINDOWS
- REPAIR REPLACEMENT OF OLD, BEAT UP FRONT DOOR (ON 202 W. MINER

4. Estimated total budget for project: \$ 18,376-

Signed: [Signature]

Property Owner(s) Signature(s)

Date: 4-5-15

Signed: \_\_\_\_\_

Applicant(s) Signature(s)

Date: \_\_\_\_\_

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**Subject:** Painting bid MEAT MARKET

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**From:** lrgpainting (lrgpainting@yahoo.com)

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**To:** Kb96097@sbcglobal.net;

---

**Date:** Tuesday, April 7, 2015 12:37 PM

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Sent from my U.S. Cellular® Smartphone

----- Original message -----  
Subject: MEAT MARKET

LRG PAINTING CO.  
(530)-905-0749  
OWNER: LUCAS GREGSON  
LIC# 964029

BOND# 10010123

JOB ADDRESS:  
MEAT MARKET  
200 W. MINER ST  
YREKA

JOB DISCRIPTION:  
EXTERIOR  
TWO COLORS  
BEFORE PAINTING CAN BEGIN  
THE WHOLE BUILDING WILL BE PRESSURE WASHED.  
ALL CRACKS AND HOLES WILL BE FILLED WITH CAULKING.  
PAINTERS WILL ALSO PRIMER ANY BAREWOOD OR CONCRETE.  
THE WHOLE BUILDING WILL BE PAINTED WITH  
TWO OR MORE COATS OF HIGH GRADE  
EXTERIOR LATEX PAINT.  
COLORS TO BE CHOSEN BY BUILDING OWNER.  
TOTAL FOR JOB LABOR AND MATERIALS  
\$5,600.00  
ESTIMATED TIME TO DO JOB  
4 TO 5 DAYS

PLEASE MAKE CHECKS PAYABLE TO LUCAS GREGSON  
OFFICE LOCATED AT 3505 HWY 3 E

# S.J. Plastering & Drywall

Interior \* Exterior  
Lathing \* Plastering \* Stucco  
Sheetrock Hanging \* Taping \* Texturing \* Patching  
Manufactured/Cultured Veneer Stone

Sam Jimenez  
14120 Quartz Valley Drive  
Fort Jones, CA 96032

(530) 468-2538 CA Lic.# 411774 FAX (530) 468-2621  
Email: [sjplasteringanddrywall@yahoo.com](mailto:sjplasteringanddrywall@yahoo.com)

---



To: Ken Barnes  
Company: Siskiyou Distributing  
Address: 1313 N. Foothill, Yreka, CA 96097  
Phone:  
Cell: 340 - 5354  
Email: [kb96097@sbcglobal.net](mailto:kb96097@sbcglobal.net)

**COMMENTS: Proposal for various plaster/stucco patching at east and south walls, 200 West Main St., Yreka, CA**

--S.J. Plastering proposes to furnish all materials and perform all labor for the Plaster/stucco patching at the east and north walls of above building

--Owner will be painting all finished patching at his cost

--The price for the above work is to be **Seven Hundred Fifty Dollars (\$750.00)**.

**Signed: Samuel Jimenez**

**Date: March 9, 2015**

# DELUXE AWNING COMPANY

**A Shade Better!**

260 4th Street • Ashland OR 97520  
 Phone (541) 488-1575 • Fax (541) 488-3683  
 CCB License # 88912, Bonded & Insured  
 Division of Deluxe Industries, Inc., An Oregon Corporation  
 www.deluxeawning.com

AWNINGS  
 PROJECT TYPE

MEAT MARKET  
 CUSTOMER

KEN BARNES  
 PHONE CELL FAX

200 W. MINER ST.  
 LOCATION

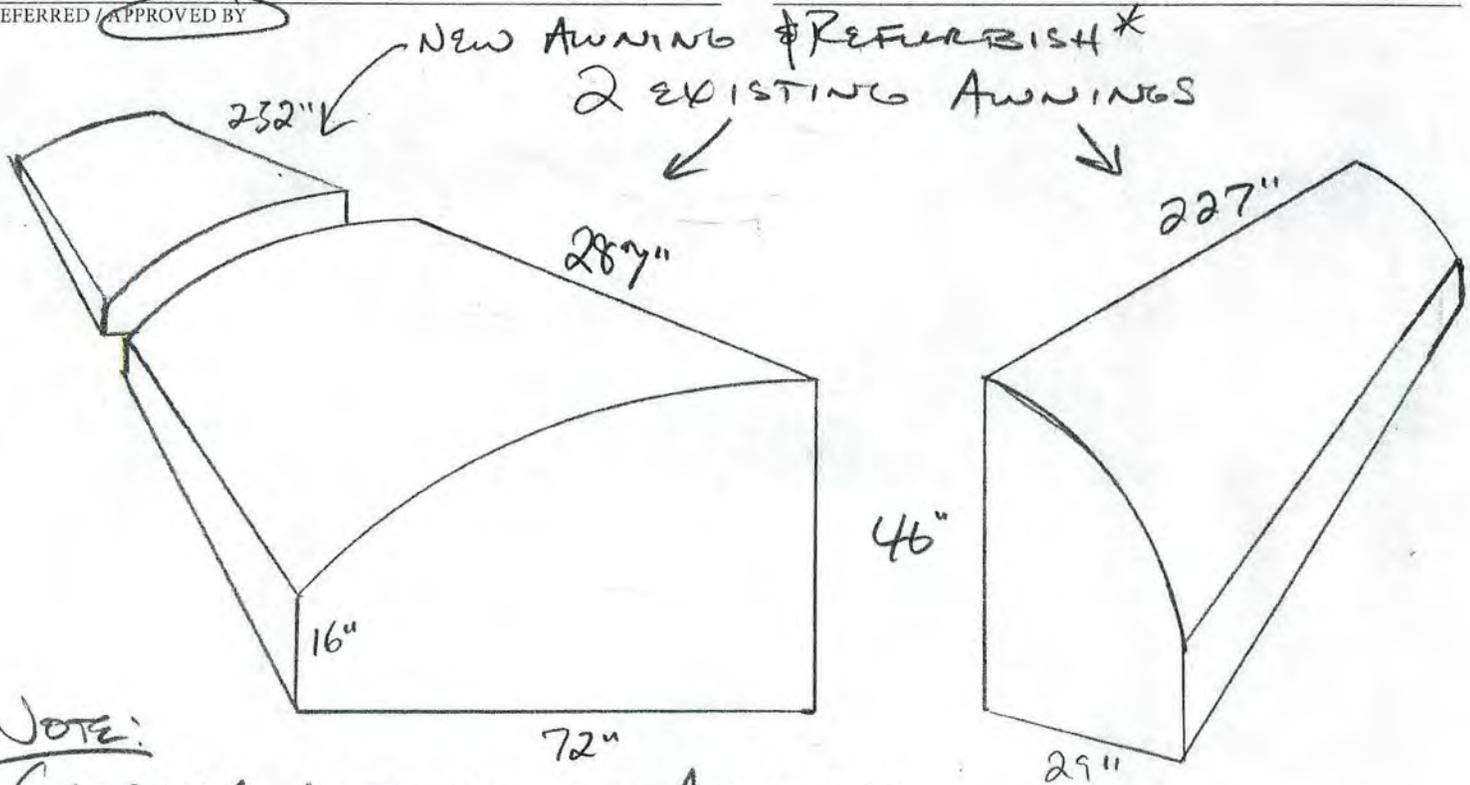
YREKA

KB96097@SBCGLOBAL.NET  
 EMAIL / MAIL

Bill Welch 3-6-15 AM  
 BY DATE TIME

ESTIMATE  PROPOSAL  CONFIRMATION

REFERRED / APPROVED BY



NOTE:

GRAPHICS AVAILABLE ON Awnings;  
 TO BE QUOTED BASED ON DESIGN

SPECIFICATIONS

Canvas Type: SUN BELLA	Color: BLACK CHERRY
Grommet Color: BLACK	Lace Color: BLACK
Frame Type: STEEL	Coating: POWDERCOAT
Valance Style: RIGID	Height: 16" Edge: N/A
*NEW POWDERCOAT FINISH & REDUCE HEIGHT TO 46" AS SHOWN ON 2 EXISTING AWNINGS.	
APPROXIMATE COMPLETION DATE:	
Canvas Order Date:	Source: Ydgc:

COSTS

New Awning &	\$
REFURB. 2 EXISTING	\$ 7,706 <sup>00</sup>
DELIVERY & INSTALL	\$
BY PRECISION-ROSO.	\$ 2100 <sup>00</sup>
PERMIT PHOTO/DRAWINGS	\$ 100 <sup>00</sup>
PLUS GRAPHICS	\$
	\$
	\$
TOTAL	\$ 9,906 <sup>00</sup>





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**CITY OF YREKA  
CITY COUNCIL AGENDA MEMORANDUM**

---

To: Yreka City Council  
Prepared by: Steve Baker, City Manager  
Agenda title: Discussion/Possible Action – Miner Street Grant Façade Program application – Applicant Dan and Patti Daniels - 320 W. Miner Street – remove and replace upper and lower windows of façade.  
Meeting date: May 21, 2015

---

Discussion:

The City received the attached application from Dan and Patti Daniels to remove and replace the upper and lower windows of the façade of the building located at 320 W. Miner Street. City staff has reviewed the application and is recommending approval.

The applicants received a Miner Street Façade Grant in the amount of \$2,011.89 in September of 2013, which was used to repair the stucco on the front of the building, replace the glass in the transom windows, install a projecting sign, and paint the façade.

Background:

The Community Projects Façade Grant Program has been designated to provide financial assistance to local businesses located on Miner Street by providing grants to aid visual improvement projects. This grant was made possible by private funds donated by the Stewart Trust. All projects must be approved by the City Council before any work begins. Projects must be consistent with the City's Historic District rules and regulations.

Eligible buildings must be used for commercial, retail, office, and or mixed use purposes, and are located on Miner Street between the Police Station and Main Street.

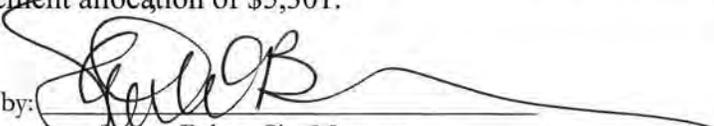
Grants will equal 50% of eligible costs with a maximum grant of \$10,000. Eligible costs include material costs for approved improvements, costs from appropriately licensed third party vendors and/or contractors, architectural and engineering services, and City of Yreka permits and fees directly related to the project.

Fiscal Impact:

The Façade Grant Program allows for a grant of up to 50% of the eligible costs, which would equal a grant reimbursement allocation up to \$5,301.

Recommendation:

That the City Council approve the grant application as submitted, and authorize a grant reimbursement allocation of \$5,301.

Approved by: 

Steven Baker, City Manager



City of Yreka Historic Downtown Façade Grant Program

Final Application (Please Attach to Initial Application)

Applicant Name: Dan & Patti Daniels

Address/Property to be improved: 320 W. Miner Street

Estimated days/months for project completion: 7 days mid July completion

Proposed Budget: \$ 10,601.00

Please include the following attached to this application, if applicable: a) color rendering or sketch of proposed improvements; b) architectural plans; c) sign plans; d) awning design; e) bids for contracted work; f) a detailed description of the project g) color and materials samples for paint, awning, signs, etc.

Estimated Costs:

- A. Prepping/Cleaning Exterior \$ \_\_\_\_\_
- B. Exterior Paint \$ \_\_\_\_\_
- C. Sign/Awning/Exterior Clutter Removal \$ \_\_\_\_\_
- D. New Signage \$ \_\_\_\_\_
- E. Awnings \$ \_\_\_\_\_
- F. Window Treatments/Replacements \$ \_\_\_\_\_
- G. Exterior Lighting \$ \_\_\_\_\_
- H. Façade Restoration \$ \_\_\_\_\_
- I. Architectural/Design Fees \$ \_\_\_\_\_
- J. Other Proposed Improvements: Façade Completion \$ 10,601.00
- K. Building Permit fee (if applicable) \$ n/a per bldg. dept.
- L. Historic District Permit Fee ( if applicable \$75.00) \$ 75.00

Total Estimated Cost: \$ 10,601.00

Signed: [Signature]  
Property Owner(s) Signature(s)

Date: 5/11/2015

Signed: [Signature]  
Applicant(s) Signature(s)

Date: 5/11/2015

## Proposed Improvements to The Egbert Building, 320 W. Miner Street.

New Traditions believes that Miner Street is the heartbeat of the city of Yreka. Therefore it has been our intention to bring attention to the street through the variety of events that we have had and the amount of "out of area" advertising we have done. Our monthly concerts drew folks from all over Northern California and Southern Oregon. Our advertising reaches as far south as Stockton, California and as far north as Portland, Oregon. We have always been proactive in the promotion of downtown Yreka.

As property owners on Miner Street, it is our goal to see constant and continual improvement of our building. As property owners we feel an added responsibility to keep our property in the best condition. As we get such a large volume of tourist customers from all over the world, we want our building to represent the potential of Yreka. This has been witnessed by the quality of our outreach concerts, our "Made in Yreka" product line and our continual promotion of our town and our business through my concerts and speaking engagement tours.

We are now ready to take on our next phase at New Traditions. This phase is a big step for us as we proceed in many directions. We anticipate spending over \$20,000.00 in this next three months in this phase of our building improvements. We hope this proves that New Traditions is INVESTING in making Yreka a better place.

1. We will begin putting the building back to its original interior design by subdividing the front portion of the building. We will create two 1200 sq ft store fronts that face Miner Street. These two store fronts will share a common front entry that will lead into a foyer with individual entries into each space. New Traditions will take the east side of the building while our tenant, Wendy Wilson, will take the west side.

Miss Wilson will bring to Miner Street an incredible line of women's and men's clothing as well as home décor products. Her line is a very well known, Northwest Branded line that all will recognize. She is scheduled to open her store at the completion of our remodel. Her date is August 1, 2015 and we intend on making that goal. Miss Wilson has agreed to a 5 year lease with us and we look forward to making her business a huge success.

Miss Wilson has been working with New Traditions for over a year now planning her opening. She brings not only the internationally known brand but also years of experience that will benefit Miner St.

2. We will also begin the final phase of our building façade during July 2015. We are contracting with Bill Mittan Construction and are excited to see the final project. This façade project is necessary for several reasons but the most important to us are the improvement of the structural integrity of our building and the reduced energy costs. The entire front of our building shakes when traffic passes, even a car door being shut causes the glass to shake.

Our plans include the removal of the upper windows, then framing in that space. This upper space will then be insulated and Board and Batten siding will be installed. We chose Board and Batten from our research of local mines and barns in our county. Board and Batten is a historical method of siding in Siskiyou County and we want this small 3'x40' strip across the front of our building to reflect that. This section will be finished with a gray, transparent stain to match the existing color of our façade improvement from phase one.

The Board and Batten idea will also be carried into our foyer and onto the interior walls of the two storefronts. The lower window will be removed and that area will be reframed with cedar 4x4's as the main support, then eight equal sized double paned lowE glass window will placed back into the front of building. The sizing of the windows will give a uniformed look to our façade and the quality of the windows should decrease our \$1000.00 a month heating and cooling bill. We also want to pay tribute to Henry Egbert so we intend on placing his name above our entrance in 5" black letters "Henry Egbert Building 1857".

In conclusion, New Traditions continues to be a valuable revenue creating business for Yreka. We intend on continuing that trend with our improved exterior design and the subdivision of our building. We are certain that Miss Wilson's project will increase the revenue on Miner St and add an upscale feel to our street with her branded line. We intend to have this project completed on or before August 1, 2015 and feel confident that we will make that with time to spare.

We look forward to many decades of successful business here in Yreka. While we have been asked by other cities to move our business to their Main Street, we have chosen to do business in Yreka. This is an intentional choice for us. We believe that New Traditions has proven itself to Yreka by being a proactive advocate for the last 8 years of doing business on Miner Street. We have seen many Chamber Executives leave, Council members and Mayors leave, we have seen many businesses leave, but New Traditions is devoted to making Miner Street the heartbeat of Yreka once again.

We hear so often from our local customers about how wonderful Miner Street "used to be". We are working hard to do our part in bringing something very special back to our street, making it the "heartbeat" of our town.

Thank you for your help in making New Traditions a destination for so many tourist and for helping our town shine like "she" deserves.

Dan Daniels  
Owner New Traditions

**Mittan Construction**  
**Lic.# 880278**  
**350 E Oberlin Rd**  
**Yreka, CA 96097**  
530-598-2468

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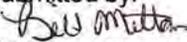
May 8, 2015

Dan Daniels  
320 W Miner  
Yreka, CA 96097

Façade upgrade phase II

1. Remove upper windows, reframe, insulate and cover framing with 1" x 12" board and batt cedar on outside. Pre-finish cedar before installing. Flashing to be copper colored.
2. Remove lower windows. Replace with insulated glass units. Low-e glass with 4" x 4" cedar posts between. Units either side of man-door to be tempered. 2" x 4" pony wall inside to be below new glass. Interior wall finish by others.

Bid Price **\$10,601**

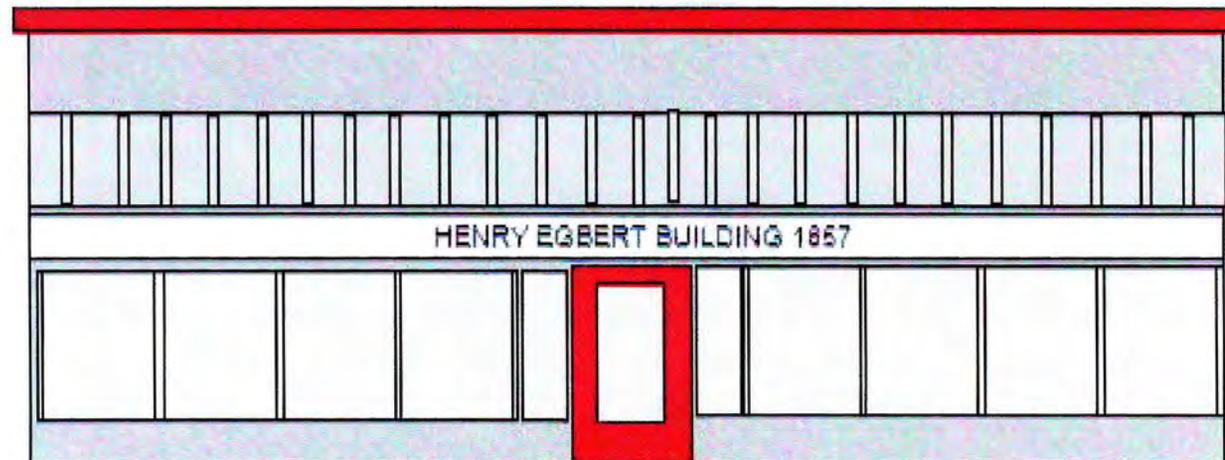
Submitted by:  
  
Bill Mittan, Owner

## 320 W. MINER. PURPOSE OF FACADE IMPROVEMENT; ENERGY EFFICIENCY AND STRUCTURAL INTEGRITY OF THE OF THE BUILDING.

1. UPPER WINDOWS REMOVED, OPENING FRAMED INSULATED. CEDAR BOARD AND BATTEN SIDING STAINED TRANSPARENT GREY TO MATCH BUILDING

2. EIGHT DOUBLE PANED LOWE GLASS WINDOWS OF EQUAL SIZE FRAMED WITH 4X4 CEDAR POST PAINTED WHITE

3. REPLACE WINDOWS IN ENTRANCE WITH TEMPERED DOUBLE PANE LOWE GLASS



Dan & Patti Daniels – Owners  
320 W. Miner – Yreka, CA  
530-340-0194



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**CITY OF YREKA**  
**CITY COUNCIL AGENDA MEMORANDUM**

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To: Yreka City Council

Prepared by: Steve Baker, City Manager and Deborah Ramirez, <sup>DP</sup> Accounting Manager on behalf of Finance Director

Agenda title: Requested action – Adopt a Resolution of the City Council of the City of Yreka approving execution of the Memorandum of Understanding between the City of Yreka and the Yreka City Employees Association and Opt Out Medical Letters of Understanding with other bargaining groups

Meeting date: May 21, 2015

Discussion:

Staff has been negotiating with the Yreka City Employees Association to reach a Memorandum of Understanding (MOU). This two-year agreement addresses employee compensation for wages and health benefits. The salary schedules reflect a 2.5% increase for calendar year 2015 and 2.5% increase for 2016. The salary ranges will be effective the first full pay period after January 1, 2015 and January 1, 2016, respectively.

The agreement also changes the cap on health care contributions by the city, increasing them \$20, \$40 and \$60 for employee only, employee and one dependent, employee and two or more dependents, and \$20 for Opt Out employees, respectively each year (2015 and again in 2016). The Opt Out benefit for all employee units will increased by \$20 through Letters of Understanding.

In addition, the MOU has updates to reflect current law and practices, particularly, the Affordable Care Act.

Staff recommends approval.

Fiscal Impact:

The fiscal impact is estimated to be approximately \$13,254 in 2015 and \$26,957 in 2016 on an annual basis over the current adopted 2014-15, 2015-16 biannual budget. The MOU commits the City to do a classification study. (That Request for Proposals is being distributed.)

Recommendation:

That the Council adopt a Resolution of the City Council of the City of Yreka approving execution of the Memorandum of Understanding between the City of Yreka and the Yreka City Employees Association and Opt Out Medical Letters of Understanding with other bargaining units.

Approved by

Steven Baker, City Manager



**MEMORANDUM OF UNDERSTANDING**

**BETWEEN THE**

**CITY OF YREKA**

**AND THE**

**YREKA CITY EMPLOYEES  
ASSOCIATION**

For the Period January 1, 2015 to December 31, 2016

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## Article 1 – General Provisions

### 1.1 Parties to the Memorandum:

This Memorandum of Understanding is made and entered into effective the 1<sup>st</sup> day of January 2015, by and between the City of Yreka and the Yreka City Employees' Association, hereinafter "City" and "Association" respectively. The Association is the recognized employees' organization for the classifications of City employees hereinafter identified. Upon adoption by the City Council this Memorandum will become binding between the City of Yreka and the Yreka City Employees' Association and its members.

### 1.2 Validity of Memorandum:

The parties have met and conferred in good faith through their designated representatives concerning matters set forth in Government Code Section 3504 and have reached agreement thereon as set forth below.

### 1.3 Recognition:

The Yreka City Council hereby recognizes the Yreka City Employees' Association, hereinafter referred to as Association, as the representative for the bargaining unit consisting of the following classifications:

- Account Clerk I & II
- Maintenance Worker I and II -Parks
- Maintenance Worker I, II, and III
- Maintenance Lead Person
- Maintenance Specialist-Traffic Safety
- Maintenance Worker II – Building Maintenance
- Maintenance Worker II – Meter Reader
- Facilities Maintenance Technician
- Mechanic
- Senior Mechanic
- Water Maintenance Worker I, II, and III
- Wastewater Maintenance Worker I, II, and III
- Wastewater Maintenance III w/water certificate
- Wastewater/Water Maintenance Worker II and III

The parties agree that recognition extends to all regular City Council allocated (i.e., approved) positions, whether full-time or regular part-time, in the classes listed above. This shall include any new miscellaneous job classes (as distinguished from police, management and confidential job classes) approved by the City Council during the term of this Agreement.

“Regular City Council allocated position” is defined to mean those positions approved by the City Council and subject to the provisions of the City’s Personnel rules, policies, resolutions, and/or ordinances and this Memorandum of Understanding. No person employed by the City in “Temporary/Extra Help” status, in an Association-represented classification, shall be subject to the provisions of this MOU or eligible to the benefits provided therein.

As used in this agreement the following terms are defined as follows:

**Regular Full-Time Position:** A position in which an employee works a continuing, year-round work schedule generally based upon a 40 hour work period.

**Regular Part-Time Position:** A position in which an employee is working a continuing, year-round work period of fewer hours than the established work period which is generally based upon 40 hours per work period, but greater than an average of 30 hours per week. This does not include temporary/seasonal workers under 960 hours per fiscal year.

#### **1.4 Effective Date and Term:**

A. This Memorandum of Understanding shall take effect as of January 1, 2015, except as otherwise provided herein, and shall remain in full force and effect through December 31, 2016. This Memorandum of Understanding shall only become effective with approval of the City Council of the City of Yreka and the Yreka City Employees’ Association.

B. Term of this Agreement shall be for two (2) year from January 1, 2015, through and including December 31, 2016

#### **1.5 Effect of Memorandum:**

During the term of this Memorandum, the provisions hereof shall govern the wages, hours, benefits, and working conditions of employees with the represented unit covered by the Memorandum, including as otherwise provided in City personnel rules and regulations, resolutions, and ordinances wherein this Memorandum is silent. The Employee Personnel System and the Personnel Rules and Regulations are on file in the City Manager’s Office at City Hall. Nothing herein shall be construed to limit the authority by the City to change or modify the Employee Personnel System or Personnel Rules and Regulations, subject, however, to the City’s obligation to meet and confer with the Association

Should the City propose to change a negotiable condition of employment that is not specifically included in this Memorandum, during the term of this Memorandum, the City agrees to notify the Association of its proposed change and to meet and confer with the Association regarding the proposed change if requested to by the Association. In the event of any conflict

between a specific provision of this Memorandum of Understanding and a written rule, resolution, regulation or ordinance of the City, including but not limited to the Employee Personnel System and the Personnel Rules and Regulations and Resolutions, the terms of this Memorandum of Understanding shall prevail and such conflict shall be resolved in favor of the specific provisions of the Memorandum of Understanding, unless otherwise mutually agreed to by the parties.

In connection with any meet and confer process not only contract negotiations, the employee and employer relation rules (currently Resolution 1436 Article IV) and the Meyers-Milas-Brown Act, Government Code 3500 – 3501 shall apply. During the term of the agreement it is the intent of the City to meet and confer over the language of the job class structure and description and employer relation rules.

#### **1.6 Employee Rights:**

A. Employees of the City shall have the right to form, join, and participate in the activities of an employee organization of their own choosing for the purpose of representation on matters of employer-employee relations, including but not limited to wages, hours, and other terms and conditions of employment. Pursuant to California Government Code Section 3502, employees of the City also have the right to refuse to join or participate in the activities of employee organizations and shall have the right to represent themselves individually in their employment relations with the City.

B. Neither the City nor the Association shall impose or threaten to impose reprisals on employees, to discriminate or threaten to discriminate against employees or otherwise interfere with, restrain, or coerce employees because of the exercise of these rights.

#### **1.7 Deduction of Union Dues:**

Upon execution of an authorization from the employee on a form approved by the City and the Association, the City will deduct from the employee's check the then-current dues for the Association and provide the Association's Treasurer the proceeds of such deduction monthly, along with a list of those employees having dues deducted. The Treasurer shall promptly forward to the City's payroll department any change in the dues rate to be deducted.

#### **1.8 City Rights:**

The City retains the exclusive right, subject to and in accordance with applicable laws, regulations and the provisions of this Memorandum, (a) to direct employees in the performance of their duties; (b) to hire, promote, transfer and assign employees; (c) to classify employees in accordance with applicable ordinance and resolution provisions; (d) to discipline employees in accordance with applicable rules; (e) to dismiss employees because of lack of work, funds, or for

other reasonable cause; (f) to determine the mission of its departments, its budgets, its organization, the number of employees, and the number, types, classifications and grades of positions of employees assigned to an organization unit, work project, shift or tour of duty, and the methods and technology of performing the work; and (g) to take whatever action that may be necessary and appropriate to carry out its mission in emergency situations.

### **1.9 Non Discrimination Clause:**

As may be required by State or Federal Law, both City and Association agree not to discriminate against any employee because of legitimate union activity or affiliation, political belief, race, creed, color, religion, nationality, age, sex, sexual preference, physical condition or national origin.

### **1.10 Requirement to Meet and Confer:**

Except in cases of emergency, the City shall give reasonable written notice to the Association when its members are affected by any ordinance, rule, resolution or regulation directly related to matters within the scope of representation proposed to be adopted by the City. City shall give the Association the opportunity to meet with the City. In cases of emergency when the City determines that an ordinance, rule, resolution or regulation must be adopted immediately, without prior written notice or meeting with the Association, the City shall provide Association the opportunity to meet at the earliest practical time following adoption of such ordinance, rule, resolution or regulation. The Association shall provide to City in writing, the names, addresses and telephone numbers of up to two persons to whom the City shall be required to give notice as required in this paragraph.

The City and/or its authorized representatives shall meet and confer in good faith regarding wages, hours and other terms and conditions of employment with representatives of the Association and shall consider fully such presentations as are made by the Association on behalf of its members prior to arriving at a determination of policy or course of action. City agrees to provide time off to three (3) members of the Association while attending meetings with the City during the meet and confer process.

“Meet and confer in good faith” means that a public agency, or such representatives as it may designate, and representatives of recognized employee organizations, shall have the mutual obligation personally to meet and confer promptly upon request by either party and continue for a reasonable period of time in order to exchange freely information, opinions, and proposals and to endeavor to reach agreement on matters within the scope of representation prior to the adoption by the public agency of its final budget for the ensuing year. The process should include adequate time for the resolution of impasses where specific procedures for such resolution are contained in local rule, regulation or ordinance, or when such procedures are utilized by mutual consent. The provisions of this section are intended to set forth the current

requirements of the meet and confer process between the parties hereto and, to the extent State Law may be amended or modified after the execution of this agreement, such amendment or modifications of State Law shall be controlling as the parties hereto. If State Law rescinds the emergency provision that is referenced here, it will also be deleted from this article.

#### **1.11 Management Rights:**

Except as otherwise provided in this agreement, the City retains all rights, powers, and authority exercised or held by it, including, but not limited to:

- A. Set standards of service;
- B. Determine the procedures and standards of selection for employment;
- C. Exercise complete control and discretion over its organization and the technology of performing its work;
- D. Maintain the efficiency of governmental operations;
- E. Determine the methods, means and personnel by which governmental operations are to be conducted;
- F. Determine days and hours of work;
- G. Determine Fair Labor Standards Act work periods.

#### **1.12 Grievance Procedure:**

- A. A grievance is a dispute concerning the interpretation or application of any article or provision of this Memorandum of Understanding and the City's Personnel Rules approved by the City Council, Resolutions numbered 1151, 2371 and 2024 and the Employer-Employee Relations Resolution numbered 1436. This procedure shall not apply to any dispute for which there is another established resolution procedure.
- B. A written grievance must set forth the Article or provision alleged to have been misinterpreted or misapplied; describe the circumstances of the alleged misapplication or misinterpretation; and specify the remedy sought. Any dispute between the parties as to the grievability of an issue or as to whether the requirements of this procedure have been met shall be presented to the Arbiter, after the grievance has proceeded through the appeal to the City Manager, as outlined below. The Arbiter shall rule on the dispute before proceeding with a hearing by the City Council.
- C. A grievant is a regular employee who is personally affected by an act or omission that occurred no more than thirty working days prior to the initiation of the grievance procedure.

- D. The procedure and sequence in filing and processing a grievance shall be as follows:
- a. The employee and, if desired, his/her representative shall discuss the grievance with the employee's immediate supervisor before a written grievance may be filed.
  - b. If the grievance is not settled through this discussion, a written grievance may be filed with the employee's department head. A written grievance must be filed within thirty (30) working days from the time the employee or the Association becomes aware of the issue or incident giving rise to the problem. Upon receipt of a written grievance, the department head shall give the employee a written reply within ten (10) working days. For the purposes of the grievance procedure, a "Working Day" shall be Monday through Friday, 8am – 5pm PST, excluding holidays recognized in this Memorandum of Understanding.
  - c. Should the employee not be satisfied with the answer received from his/her department head, he/she may, within ten (10) working days, file an appeal to the City Manager. The City Manager shall have ten (10) working days after receipt of the appeal to review the matter, investigate and provide a written answer to the appeal, explaining clearly his/her decision or proposed actions and reasons therefore. The City Manager may confer with the employee, employee representative, and appropriate supervisors in an attempt to bring about a harmonious solution.
  - d. If the employee is not satisfied with the decision of the City Manager, he/she may, within ten (10) working days after receipt of the written reply, file a request for an independent arbiter to review the grievance. The arbiter is to be chosen by mutual agreement between the Association and the City. The arbiter, after hearing the case, will render an advisory decision to the Association and the City Council. The cost for the arbiter is to be split 50/50 between the Association and the City. Within three weeks of receipt of the advisory decision of the arbiter, the City Council shall hold a hearing to review the grievance and shall, within a reasonable time, render a written decision on the merits of the grievance.
  - e. The City and Association may mutually agree to waive steps 3a, 3b, and 3c and proceed directly to hearing by the arbiter when the issue is one over which the employee's supervisor, department head, and City Manager have no jurisdiction. The parties may also mutually agree to waive step 3d and take the appeal directly to the City Council.

- f. All time limits may be extended upon mutual agreement of the parties.
- g. In the event the department head or City Manager fails to respond as required pursuant to paragraph 3, the grievance shall proceed directly to the next step.

## Article 2 – Salary Ranges and Adjustments and Compensation

### 2.1 Salary:

Salary ranges for the period of this Memorandum for each classification are as specified in Appendix A, attached to this Memorandum. These salary ranges are retroactive to January 1, 2015, and reflect a 2.5% increase for the calendar year 2015, and another 2.5% increase for the calendar year 2016. These salary ranges shall be effective the first full payroll after January 1, 2015 and 2016, respectively.

## Article 3 – Medical, Dental, Vision, Life and Disability Plans

### 3.1 Medical Plan:

- A. The City will continue the flexible benefit plan for employee health benefits in accordance with Internal Revenue Code Section 125. The employee may choose to cover premium costs for the eligible employee's health plan or other plans available through PERS and/or other qualified supplemental plans. Total monthly premium of such selected insurance coverages which exceed the City's **contribution toward** the eligible employee's flexible benefit health plan premium will be the responsibility of the employee. The minimum required coverages that each employee must select under the flexible benefit plan is the PERS Health Plan. In order to be excluded from this requirement for the PERS Health Plan, an employee must submit verification of substantially equivalent alternate coverage for health insurance that meets the Affordable Care Act of minimum essential coverage and minimum value. Employees who elect no coverage pursuant to this Section shall not receive this benefit, but shall be eligible for the benefit described in subparagraph 3.1.1 of this Section.

B. Effective **January 1, 2015**, and continuing thereafter, the **City contribution** for the eligible employee's flexible benefit health plan, that includes the City's Public Employees Medical and Health Care Act contribution (PEMCHA) minimum employer contribution (MEC), shall not exceed the following sums:

Group Tier	2015 Cap	2016 Cap
Employee	\$520.00	\$540.00
Employee +1 dependent	\$980.00	\$1,020.00
Employee +2 or more dependents	\$1,255.00	\$1,315.00

C. For purposes of this Agreement, "premium costs for the eligible employee's health plan" shall include the eligible employee's participation in the PERS Health Plan.

D. By no later than December 31<sup>st</sup> each year, each employee shall execute a written authorization regarding the medical premium deduction. The deduction will be made on a biweekly basis.

E. The dedicated City contribution to CalPERS PEMCHA coverage is the minimum amount required by the City's contract with CalPERS, which is currently One Hundred Twenty-two and no/100 dollars (\$122.00) per month for each active employee or annuitant (equal amount contribution) and is inclusive in the City's cafeteria contribution.

F. The parties agree that administration of the plan, enrolling or canceling enrollment of employees or their dependents and processing claims and securing of adequate risk protection shall be the sole administrative and financial responsibility of the City.

G. There shall be no decrease in benefits except as are imposed upon the City as benefit modifications by CalPERS. Any change in plan benefits to the employee by the City shall be on a Meet and Confer basis.

H. An employee with court ordered dependent health coverage must show proof of that order in the form of a qualified domestic relations' order (QRDO) before dependent coverage can be extended and otherwise meet the standards and regulations of the CalPERS Health Plan.

I. The City agrees to continue and fund, for employees who elect no City provided health insurance coverage, a cash in lieu benefit in the amount of \$520 per month for the calendar year 2015 and \$540 per month for the calendar year 2016, disburseable to the employee biweekly on a taxable income basis, in accordance with IRS Code Section 125.

J. Either party may request to reopen negotiations on health insurance, if there is a proposed substantial change in the PPO network for the PERS Health Plan, or changes resulting from the implementation of the Affordable Care Act.

### 3.2 Dental Plan:

The parties agree that the current self-funded dental plan will remain in effect. The parties agree that the administration of the plan, including but not limited to the providing of information about the plan, enrolling or canceling enrollment of employees or their dependents and processing claims shall be the sole administrative and financial responsibility of the City. There will be no decrease in benefits.

City agrees to pay one hundred percent (100%) of the dental plan cost including dependent coverage.

### 3.3 Vision Plan:

City agrees to continue to provide a vision plan through the California Vision Service Plan (VSP) B with a \$25.00 deductible including coverage for dependents at its sole expense. City retains the right to self-insure at the same benefit level. There will be no decrease in benefits.

City agrees to pay one hundred percent (100%) of the vision plan cost including dependent coverage.

### 3.4 Life Insurance Plan:

Life Insurance will be procured for each employee, (excluding retired employees) equal to the amount of the gross salary received under the salary schedule for a given year, not including overtime or special pay. Dependent coverage at the amount of one thousand dollars (\$1,000) per spouse and child is provided in the current plan. City agrees to pay the premium for this coverage.

### 3.5 Disability Plan:

Employees in this unit have elected to contribute to the State of California Disability Insurance program.

## Article 4 – Vacation and Leave

### 4.1 Vacation Leave:

A. The policy for use of vacation is based on the intent that vacation time be a relief from regular work schedules. The relief from work is for the personal well being of employees, both mentally and physically, to insure healthy work and personal lives.

B. All Regular Full Time and Regular Part Time Position employees shall be entitled to annual vacation leave with pay except the following employees who have served less than six (6) months in the service of the City. However, vacation credits for the time will be granted to each such employee who later receives a permanent appointment.

C. Eligible employees who work less than full-time but more than one thousand five hundred (1,500) hours per year shall be credited for vacation on a prorated basis.

D. Vacation units shall be accumulated on an hour basis in accordance with the following schedule:

Months of Employment	Vacation Hours Accrued Per Pay Period Based on 26 equal pay periods per year		Maximum Carryover As of January 1*
1 – 60 months	3.08 hours	80 hours per year	160 hours
61 – 180 months	4.62 hours	120 hours per year	240 hours
181 months and after (max)	6.15 hours	160 hours per year	320 hours

\*Two times the annual accrual

E. The time during a calendar year at which an employee may take their vacation shall be determined by the department head with due regard for the wishes of the employee and particular regard for the needs of the City.

F. The City agrees to permit probationary employees to use earned vacation time during the probationary period. In cases where an employee has one year or greater probation, and in cases of real need, an employee may, departmental workload permitting, be allowed to take up to forty (40) hours of earned vacation. Should said employee terminate voluntarily or involuntarily prior to achieving permanent status, the pay for vacation used will be deducted from the final paycheck.

G. Previous part-time City employees, who have subsequently become full-time regular employees without separation of service, shall be credited with such part-time City service, for the purpose of computing months of employment and vacation accrual rate. One hundred seventy-three (173) hours of part-time City service shall equal one (1) month of employment. As to any current employee, who may be entitled to a greater vacation accrual rate as of the effective date of this Memorandum of Understanding, pursuant to this paragraph, such additional vacation accrual shall be prorated only for the balance of the calendar year.

#### 4.2 Holidays:

City agrees to observe the following holidays:

Holiday Date	Holiday Day Observed
July 4 <sup>th</sup>	Independence Day
First Monday in September	Labor Day
November 11 <sup>th</sup>	Veteran's Day
Last Thursday in November	Thanksgiving Day
Friday Following Thanksgiving	Day After Thanksgiving Day
December 24 <sup>th</sup>	Christmas Eve
December 25 <sup>th</sup>	Christmas Day
January 1 <sup>st</sup>	New Year's Day
Third Monday in January	Martin Luther King Day
Third Monday in February	President's Day
Last Monday in May	Memorial Day

When a holiday falls on a Sunday, the following Monday shall be observed as the holiday and when a holiday falls on a Saturday, the preceding Friday shall be observed as the holiday. Should December 24<sup>th</sup> fall on a Friday, December 23<sup>rd</sup> shall be observed as the paid holiday. Should December 25<sup>th</sup> fall on a Monday, December 26<sup>th</sup> shall be observed as the paid holiday.

#### 4.3 Sick Leave:

A. All employees, except part-time and extra help employees, shall be entitled to eight (8) hours of sick leave with pay each month or major fraction thereof, with no accumulation limit.

B. City has entered into an agreement with the PERS whereby accumulated sick leave is converted to additional service credit upon retirement.

C. Sick leave with pay shall be granted upon the recommendation of the department head in a case of the bona fide illness of the employee. Sick leave with pay shall be held to include diagnostic procedures, dental procedures and ophthalmology services when performed by a duly licensed practitioner.

D. In case of illness extending beyond two (2) days duration, the employee shall furnish a certificate issued by a licensed practitioner. Each certificate shall be filed by the department head with the payroll clerk. It shall be the policy of the City that sick leave shall be considered a privilege and not a right. It shall be the responsibility of the department head to deny the use of sick leave with pay in cases where there is substantial evidence of abuse of the sick leave privilege.

E. An employee who is entitled to Worker’s Compensation under the Labor Code of the State may elect to take as much of his/her accumulated sick leave or accumulated vacation as when added to the Worker’s Compensation will result in payment to that employee of his/her full salary or wage.

F. No City employee shall be entitled to the use of sick leave while absent from duty on account of any of the following causes: disability arising from any sickness of injury purposely self-inflicted or caused by their willful misconduct; sickness or disability sustained while on leave of absence other than regular vacation. Sick leave, up to **ten (10)** days per calendar year, may be used by an employee to attend to an illness to the employee’s spouse, child or parent. “Child” includes a biological, foster, or adopted child; a stepchild; a legal ward; or a child to whom the employee acts as a parent. “Parent” includes a biological, foster or adoptive parent; a stepparent; or a legal guardian. Sick leave to care for ill family members is subject to all policies that apply to sick leave, including medical documentation.

#### 4.4 Floating Holiday:

Three floating holidays of three eight (8) hour days per year shall be credited to the paycheck of each full-time employee by January 15th of each year, as credited leave which cannot be saved. It must be used by the end of the year or be lost

Proration of Floating Holidays for new employees:

Hire Date	Proration
January 1 - April 30	24 hours
May 1 – August 31	16 hours
September 1 – December 31	8 hours

#### 4.5 Funeral Leave:

It is the City’s policy to allow employees to take time off without deduction of pay where such time off is necessitated by death in the immediate family. This includes spouse, children, parents (including in-laws), brother, sister or grandparents. It does not include aunts or uncles unless such relatives reside in the household of the employee.

The amount of time taken to attend funerals of those listed above is left to the discretion of the supervisor to the extent that the absence does not exceed three days.

No time off with pay is granted for funerals of aunts, uncles, or friends unless the employee is solely involved in handling burial responsibilities.

Time off for other funerals may be given at discretion of department head.

#### 4.6 Compensating Time Off ("CTO")

An eligible employee shall receive overtime compensation for all overtime worked as cash payment beyond 120 hours. No employee who is eligible to earn overtime may accrue compensatory time off (CTO) beyond the 120 hour cap. There shall be no exceptions to this cap.

### Article 5 – Allowance and Reimbursements

#### 5.1 Book and Tuition Reimbursement:

The provisions of this section and the Educational Reimbursement Policy shall be amended and shall be effective upon adoption of this Agreement by the City Council, to include the following:

The City is interested in employees furthering their job-related education. The City will pay for mandatory continuing education including licenses or certifications required for the job. The City will consider paying of non-mandatory education subject to available funding within the department budget and prior approval by the City Manager as set forth in this policy.

A. Mandatory Continuing Education/Licenses/Certificates. Any mandatory continuing education shall be paid for by the City of Yreka. Mandatory continuing education is defined as course work, licenses or certifications required for maintenance of a license to practice a profession in the State of California. The City shall allow employees paid straight time to take a license test related to their job. The City may also allow the use of a City vehicle for the employee's transportation to the test site. In the event a City vehicle is not available to the employee the employee shall be reimbursed for mileage for the use of their personal vehicle, subject to the City's mileage reimbursement policy. The City shall provide a City vehicle for use in testing when such test involves the operation of a specific vehicle or piece of equipment. On occasion, at the request of the City, it may be necessary for an employee to cancel an appointment for license testing and reschedule the appointment, except when cancellation would cause the license to expire.

B. Reimbursement Procedure. Reimbursement is subject to the employee obtaining a grade of "C" or better, or a passing grade where no grade is given. Reimbursement shall include the cost of books, supplies and materials related to mandatory education and may include the cost of approved non-mandatory education related materials. The employee shall not be reimbursed until a reimbursement request is submitted to the City Manager with a copy of the grade report attained and a copy of the receipt for payment of tuition, books and approved supplies and/or materials.

C. Non-mandatory Education. Non-mandatory education is defined as course work

which would improve job skills for the employee's current or future job and has substantial benefit to the City. Reimbursement for non-mandatory education is subject to approval by the City Manager and the City Manager's decision on all matters related to non-mandatory education and reimbursement is not grievable or appealable.

## 5.2 Footwear Allowance:

Public Works employees working the field and the meter reader, shall receive a \$140 footwear/boot allowance every year toward the purchase of work boots payable the second pay period on January. The City and Association acknowledge the footwear/boot allowance is fair compensation for the purchase, repair and/or replacement of boots or footwear by these specific classifications.

Claims for boots and/or footwear that have been damaged on the job, that are unusable or unsafe, may be made when deemed necessary by the employee, subject to approval by the City Manager, on a case by case, non-appealable basis.

## Article 6 – Work Hours and Overtime

### 6.1 Work Hours:

The regular workday shall be eight (8) hours. Except for office and clerical staff employees the normal work shift shall be from 7 a.m. to 3:30 p.m. with a one half (1/2) hour lunch, or such other times as may be mutually agreed to between the affected employee and the City. Normal work shift for full time office, clerical staff employees shall be from 8 a.m. to 5 p.m. with a one hour lunch. Occasionally, Supervisors, Department Heads and the City Manager may require an employee to work a schedule different from the normal schedule to meet the needs of the City prompted by an emergency or a specific project. Unless an emergency exists, the City will provide at least 72 hours written notice when an employee will be required to work other than their normal schedule. It is the policy of the City that employees be provided breaks for 15 minutes in the morning and 15 minutes in the afternoon at the work site; provided, however, the Association acknowledges that in the event of an emergency affecting the public health and safety or injury to persons or property, such break may be cancelled in such event and provided to the employee later in the day if the emergency has concluded. "Emergency" as used herein is an event where there is immediate danger to persons or property requiring the employee's service such as flooding, fires, sewage backups or hazardous material spills.

## 6.2 Overtime and Out of Class Pay:

A. **Overtime.** The City has the right to assign and schedule overtime for Association represented employees. Whenever possible, overtime shall be assigned first to those employees who willingly volunteer for such overtime assignments, however, the City is not obligated to solicit volunteers before making overtime assignments.

The assignment of overtime to Association represented employees does not constitute a change in shift, work schedule or days and hours of employment. "Overtime" is defined as any work required to be performed by the employee in excess of an employee's regularly scheduled workday or shift.

B. **Out of Class Pay.** The City's current Overtime/Out of Class/Standby Pay Policies for Miscellaneous City Employees effective 9-1-96 is attached as Appendix B. Effective July 1, 2007, when an employee is assigned to work out-of-class and does work out-of-class for four (4) continuous hours, the employee shall receive out-of-class pay.

C. **Stand by Pay.** Effective January 1, 2015, an employee shall receive full standby pay on weekends or holidays if the employee's regularly scheduled work hours on that day are 4 hours or less.

## Article 7 – Catastrophic Leave

### 7.1 Catastrophic Leave:

The City's current Catastrophic Leave Policy effective May 22, 2002, is attached as Appendix C.

## Article 8 - Retirement

### 8.1 Employee Retirement Plan:

A. City agrees to enroll and maintain enrollment of employees in the PERS 2% @ 55 (Classic 1084 Miscellaneous) retirement plan for miscellaneous members. Classic Employees shall pay the employee contribution for their retirement plan which is 7% for PERS 2% at 55 (Classic 1084 Miscellaneous).

B. For new CalPERS employees, the City will enroll employees in the PERS 2% @ 62 PEPRA 26550 Miscellaneous retirement plan. Employees shall pay their share of contributions in accordance with State Law, CalPERS rules and regulations.

## 8.2 Implementation of 457 Plan:

The City will maintain the current payroll deduction 457 (or similar) plan so that employees can defer taxable income. There will be no cost to the City except for administrative costs.

Article 9 –Past Practice, Job Specifications,  
Recruitments, Temporary/Extra Help,  
Contracting Out, Pre-PERB  
Mediation, Revisions To Employee Conduct  
Policy And Work Rules; Revisions To  
Introductory And Probationary Policy,  
Account Clerk I and II Positions,  
Maintenance I and II Positions,  
Classification Study

### 9.1 Past Practice:

No mistake, misapplication, or misinterpretation of this Agreement or any City rule, regulation, resolution, ordinance, or policy shall constitute a past practice and upon discovering such mistake, misapplication, or misinterpretation the City may make such corrections as is necessary without notice to Association.

In order for it to constitute a past practice, any deviation from this MOU, or any City rule, regulation, resolution, ordinance, or policy must be acknowledged by the City Manager and City Attorney, in writing.

### 9.2 Job Specifications:

The City reserves the right to adopt new class specifications (including salary placement). The City and Association, upon Association's request, agree to meet and consult regarding new job specifications for a period of time not to exceed sixty (60) calendar days. If no agreement is reached, the City may implement new job specifications.

The City and Association, upon request from Association, agree to meet and consult regarding revisions to current class specifications (including salary placements) for a period of time not to exceed 60 calendar days. If requested by Association, the parties may agree to use advisory mediation with a State Mediator. If unresolved, the City may implement revisions to current job specifications.

### 9.3 Recruitments:

The parties agree the goal of each employment recruitment for the City of Yreka shall be to select the most qualified candidate for each position. To that end, the City's recruitment procedure shall be conducted, at the discretion of the City Manager, or his/her designee, on a "promotional" basis (all non-probationary City employees who meet the qualifications) and/or, on an "open competitive" basis (all individuals who meet the qualifications). A job announcement will be sent to each City job site having an employee bulletin board. Each job shall have a filing period of not less than five (5) working days. Any eligible City employee may apply for any announced vacancy. Generally the City will advertise the job announcements in the local newspaper and may advertise in other publications known to attract qualified candidates.

### 9.4 Temporary/Extra Help Employment:

Upon determining there exists within the City a need to employ individuals on other than a regular basis, the City Manager, or his/her designee, may approve temporary/extra help employment in such job classifications as may be appropriate to meet the City's needs. Persons employed on a temporary/extra help basis are unrepresented and shall not be subject to this MOU. This category of "Temporary/Extra Help Employment" includes employee referred to as extra help, intermittent, fill-in, limited term, and seasonal, and employment is intended to be filled on a less than year-round basis, to cover normal vacation and sick leave relief (including workers' compensation), unanticipated workloads, and situations involving fluctuations in staffing.

No temporary/extra help worker may be employed beyond 960 hours in a fiscal year without the concurrence of the Association.

It is not the intent of the City to replace Association represented employees with Temporary/extra help employees.

### 9.5 Contracting Out:

As allowed by law, the City retains the right to contract out services not provided by the Association represented employees without any obligation to negotiate the decision contracting out or its impacts on Association represented classifications. The City will give the Association fourteen (14) working days' prior notice of such contracting out.

Where services are, or have been, provided by the Association, the City will give the Association notice of intent to contract out services. Upon the Association's request, the parties agree to meet and confer for a period not to exceed ninety (90) days (which may be extended by mutual agreement). If no agreement is reached in ninety (90) days, then the parties agree

impasse exists. At this point the parties agree to employ a State mediator and the mediation process to resolve issues at impasse.

#### **9.6 Pre-PERB Mediation:**

Association agrees to utilize and exhaust available City administrative processes and procedures prior to initiating an unfair labor practice charge with an agency other than the City. Should a statute of limitations issue arise prior to the exhaustion of the above processes Association reserves the right to file an unfair labor practice charge to preserve their rights. The parties agree to utilize a State Mediator as part of the process to resolve these issues.

#### **9.7 Revisions to Employee Conduct Policy and Work Rules:**

The provisions of the Employee Conduct Policy and Work Rules shall be amended to include the following:

A. The City reserves the right to search, without employee consent, all areas and property in which the City maintains full control for the purposes of investigating work-related misconduct. Areas in which the City maintains full control include, but are not limited to, all City owned properties and buildings and City owned and/or leased equipment and vehicles.

B. The City reserves the right to search, without employee consent but with probable cause, all areas and property in which the City maintains joint control with the employee for the purposes of investigating work-related misconduct. Areas jointly controlled by the City and the employee include, but are not limited to, desks, lockers, file cabinets, office cabinets, and bookshelves. The City may notify the appropriate law enforcement agency if it is believed that an employee has committed criminal misconduct.

C. In instances described in sections A and B above, the City will permit the employee to have a representative present, who shall not interfere with the search.

#### **9.8 Revisions to Introductory and Probationary Policy:**

The probationary period is part of the selection process, a time during which the City determines whether work performance or work-related behavior meets the required standards of the position

##### **1. Length of Probation**

The probationary period is six (6) months of actual and continuous service, except for the entry level Maintenance Worker position, which shall be twelve (12) months. The probationary period will automatically be extended by the length of any authorized leave(s) of absence of one work week or more.

## **2. Separation Without Cause**

At any time during the probationary period, the employment relationship may be terminated without cause and without right of appeal, grievance or hearing. The probationary employee will be notified prior to the expiration of the probationary period that he or she has been rejected for regular appointment.

## **3. Probation after Promotion**

On accepting a promotion, an employee serves a new probationary period of six (6) months of actual and continuous service. The probationary period will automatically be extended by the length of any authorized leave(s) or one work week or more. An employee does not acquire regular status in the promotional position until the successful completion of this probationary period. If the employee fails to satisfactorily complete the probationary period in the promotional positions, the employee will be entitled to return to the position held prior to promotion at the range and step previously held if not subject to termination for disciplinary reasons. The employee is not entitled to notice or hearing if rejected during probation, however employees placed in a promotional position can request a mid probationary period point evaluation.

### **9.9 Account Clerk I and II Position:**

Once an employee in the Account Clerk series has completed their probationary period, the City Manager may, without consultation with the Association, choose to promote that employee to a higher level classification in the same series without opening the recruitment to competitive process.

### **9.10 Maintenance Worker I and II Positions:**

The Maintenance Worker I position will be retitled Maintenance Worker Probationary and will be used to evaluate entry level employees prior to appointment to the Maintenance Worker II position. The City may, at its option, delete steps A-C of the salary range (those steps that are below approximately 5% less than Step A of the Maintenance Worker II salary range) for recruiting and appointment purposes.

These employees shall have three (3) opportunities to obtain a Commercial Driver's License, Class A with air brake and tanker endorsements within one hundred eighty (180) days of hire. These employees are otherwise subject to the provisions of the Introductory and Probationary Policy as provided herein.

### **9.11 Classification Study and Compensation Review**

The City will have a professional personnel consulting firm complete a classification study as soon as possible with the intent of having a new classification system implemented by

the end of 2015. The parties will collaborate on completing a total compensation review, with the intent of completion in spring 2016.

## Article 10 – Concerted Activities

### 10.1 Concerted Activities:

A. The parties to this Memorandum recognize and acknowledge that the services performed by the City employees covered by this Memorandum are essential to the public health, safety and general welfare of the residents of the City of Yreka. The Association will not recommend, encourage, cause or permit its members to initiate, participate in, nor will any member of the bargaining unit take part in any strike, sit-down, stay-in, sick-out, or slow-down to affect an employer-employee relations position (hereinafter referred to as work-stoppage), in any office or department of the City, nor to curtail any work or restrict any production, or interfere with any operation of the City. Picketing shall be prohibited on matters involving wages, insurance coverage and leaves from work during the term of this Memorandum. In the event of any such work stoppage by any member of the bargaining unit, the City shall not be required to negotiate on the merits of any dispute which may have given rise to such work stoppage until said work stoppage has ceased.

B. City agrees not to lock out employees.

C. In the event of any work stoppage during the term of this Memorandum, whether by the Association or any member of the bargaining unit, the Association through its officers, shall immediately declare in writing that such work stoppage is illegal and unauthorized, and further direct its members in writing to cease the said conduct and resume work. Copies of such written notice shall be served upon the City. In the event of any work stoppage the Association properly and in good faith performs the obligations of the paragraph, and providing the Association had not otherwise authorized, permitted or encouraged such work stoppage, the Association shall not be liable for any damages caused by the violation of this provision. However, the City shall have the right to discipline, to include discharge, any employee who instigates, participates in, or gives leadership to any work stoppage activity herein prohibited, and the City shall have the right to seek full legal redress, including damages, as against any such employee. It is understood that employees so disciplined retain an appeal right under the City's employer-employee relations policies and California law.

Article 11 – Personnel Rules/Job Descriptions

11.1 Personnel Rules/Job Descriptions:

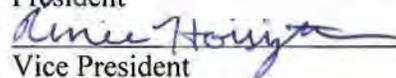
- A. During the term of this contract the parties will meet to discuss personnel rule changes and job descriptions.

IN WITNESS WHEREOF, the parties have executed this Memorandum of Understanding in Yreka, California, as of the day and year first above written and upon approval by the City Council and the Association, to be effective January 1, 2015.

CITY OF YREKA  
NEGOTIATING TEAM

\_\_\_\_\_  
Steven W. Baker, City Manager

YREKA CITY EMPLOYEES  
ASSOCIATION

  
\_\_\_\_\_  
President  
  
\_\_\_\_\_  
Vice President

\_\_\_\_\_  
Steve Allen, Association Negotiator

Exhibit A

JOB DESCRIPTIONS FOR THE FOLLOWING CLASSIFICATIONS

Maintenance Worker I-Parks

Maintenance Worker II- Parks

Maintenance Worker III -Maintenance

Maintenance Worker II -Maintenance

Maintenance Worker I -Maintenance

Maintenance Worker II – Assignment To Building Maintenance

Maintenance Worker II – Meter Reader

## Appendix A – SALARY RANGES

### YCEA Monthly Salary Tables Effective 1/1/2015 – 12/31/2015

SALARY SCHEDULE FISCAL YEAR 2014-15	UNIT	COLA	RANGE	Prior Year BASE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	10-YR YCEA LONGEVITY STEP G
ACCOUNT CLERK I	YCEA	1.025	1088	2,259	2,315	2,431	2,553	2,681	2,815	2,956	3,104
ACCOUNT CLERK II	YCEA	1.025	1247	2,589	2,654	2,787	2,926	3,072	3,226	3,387	3,556
MAINTENANCE WORKER I	YCEA	1.025	1028	2,134	2,187	2,296	2,411	2,532	2,659	2,792	2,932 (1)
MAINTENANCE WORKER II	YCEA	1.025	1247	2,594	2,659	2,792	2,932	3,079	3,233	3,395	3,565 (1)
MAINTENANCE WORKER III	YCEA	1.025	1345	2,794	2,864	3,007	3,157	3,315	3,481	3,655	3,838
MAINTENANCE LEAD PERSON	YCEA	1.025	1409	2,924	2,997	3,147	3,304	3,469	3,642	3,824	4,015
MAINTENANCE SPECIALIST	YCEA	1.025	1409	2,924	2,997	3,147	3,304	3,469	3,642	3,824	4,015
FACILITIES AND MAINT. TECHNICIAN	YCEA	1.025	1413	2,934	3,007	3,157	3,315	3,481	3,655	3,838	4,030
WASTE WATER MAINT. CLASS I	YCEA	1.025	1277	2,650	2,716	2,852	2,995	3,145	3,302	3,467	3,640
WASTE WATER MAINT. CLASS II	YCEA	1.025	1409	2,924	2,997	3,147	3,304	3,469	3,642	3,824	4,015
CLASS II W/H2O TREATMENT CERT	YCEA	1.025	1479	3,070	3,147	3,304	3,469	3,642	3,824	4,015	4,216
WASTE WATER MAINT. CLASS III	YCEA	1.025	1667	3,461	3,548	3,725	3,911	4,107	4,312	4,528	4,754
CLASS III W/H2O TREATMENT CERT	YCEA	1.025	1750	3,633	3,724	3,910	4,106	4,311	4,527	4,753	4,991
WATER MAINTENANCE CLASS I	YCEA	1.025	1277	2,650	2,716	2,852	2,995	3,145	3,302	3,467	3,640
WATER MAINTENANCE CLASS II	YCEA	1.025	1409	2,924	2,997	3,147	3,304	3,469	3,642	3,824	4,015
WATER MAINTENANCE CLASS III	YCEA	1.025	1667	3,461	3,548	3,725	3,911	4,107	4,312	4,528	4,754
MECHANIC	YCEA	1.025	1345	2,794	2,864	3,007	3,157	3,315	3,481	3,655	3,838 (2)
SR MECHANIC	YCEA	1.025	1409	2,934	3,007	3,157	3,315	3,481	3,655	3,838	4,030 (2)

(1) MWII Step A increased by \$5 per mos to align with step E of MWI (2013/14) on a wrap

(2) SR Mechanic Step A increased by \$10 per mos to align with step B of Mechanic on a wrap

### YCEA Monthly Salary Tables Effective 1/1/2016 – 12/31/2016

SALARY SCHEDULE FISCAL YEAR 2015-16	UNIT	COLA	RANGE	Prior Year BASE	STEP A	STEP B	STEP C	STEP D	STEP E	STEP F	10-YR YCEA LONGEVITY STEP G
ACCOUNT CLERK I	YCEA	1.025	1088	2,315	2,373	2,492	2,617	2,748	2,885	3,029	3,180
ACCOUNT CLERK II	YCEA	1.025	1247	2,654	2,720	2,856	2,999	3,149	3,306	3,471	3,645
MAINTENANCE WORKER I	YCEA	1.025	1028	2,187	2,242	2,354	2,472	2,596	2,726	2,862	3,005
MAINTENANCE WORKER II	YCEA	1.025	1247	2,659	2,726	2,862	3,005	3,155	3,313	3,479	3,653
MAINTENANCE WORKER III	YCEA	1.025	1345	2,864	2,936	3,083	3,237	3,399	3,569	3,747	3,934
MAINTENANCE LEAD PERSON	YCEA	1.025	1409	2,997	3,072	3,226	3,387	3,556	3,734	3,921	4,117
MAINTENANCE SPECIALIST	YCEA	1.025	1409	2,997	3,072	3,226	3,387	3,556	3,734	3,921	4,117
FACILITIES AND MAINT. TECHNICIAN	YCEA	1.025	1413	3,007	3,082	3,236	3,398	3,568	3,746	3,933	4,130
WASTE WATER MAINT. CLASS I	YCEA	1.025	1277	2,716	2,784	2,923	3,069	3,222	3,383	3,552	3,730
WASTE WATER MAINT. CLASS II	YCEA	1.025	1409	2,997	3,072	3,226	3,387	3,556	3,734	3,921	4,117
CLASS II W/H2O TREATMENT CERT	YCEA	1.025	1479	3,147	3,226	3,387	3,556	3,734	3,921	4,117	4,323
WASTE WATER MAINT. CLASS III	YCEA	1.025	1667	3,548	3,637	3,819	4,010	4,211	4,422	4,643	4,875
CLASS III W/H2O TREATMENT CERT	YCEA	1.025	1750	3,724	3,817	4,008	4,208	4,418	4,639	4,871	5,115
WATER MAINTENANCE CLASS I	YCEA	1.025	1277	2,716	2,784	2,923	3,069	3,222	3,383	3,552	3,730
WATER MAINTENANCE CLASS II	YCEA	1.025	1409	2,997	3,072	3,226	3,387	3,556	3,734	3,921	4,117
WATER MAINTENANCE CLASS III	YCEA	1.025	1667	3,548	3,637	3,819	4,010	4,211	4,422	4,643	4,875
MECHANIC	YCEA	1.025	1345	2,864	2,936	3,083	3,237	3,399	3,569	3,747	3,934
SR MECHANIC	YCEA	1.025	1409	3,007	3,083	3,237	3,399	3,569	3,747	3,934	4,131

## Appendix B - OVERTIME/OUT OF CLASS PAY/STANDBY PAY

### APPENDIX B

Approved:



City Manager

Effective Date 9-1-96

#### CITY OF YREKA POLICIES AND PROCEDURES

#### OVERTIME/OUT OF CLASS/ STANDBY PAY POLICIES FOR MISCELLANEOUS CITY EMPLOYEES

##### I. Call out/overtime pay:

###### Policy:

- a. Call out will be compensated at the rate of 1 ½ times regular pay for all hours including the two-hour minimum. Compensation shall be either payment or compensatory time at the option of the employee.
- b. Overtime as an extension of the regular work day will be at the rate of 1 ½ times the regular rate of pay for each hour worked (no minimum.)
- c. An employee who is off for vacation or sick leave during the regular work day will be credited as if it were a regular worked eight-hour day. For the purpose of computing overtime payment, this means that even when an ~~employee is off, the overtime pay will be the same as if he or she was on~~ the job for a full eight hours.

##### II. Out of Class Pay:

###### Policy:

When an employee works at a higher class, he or she will be paid at 5% above the current regular salary or at step A of the higher pay range, whichever is greater.

##### III. Stand by Pay:

###### Policy:

Standby pay will be paid at the rate of \$50 per full 24 hour standby period and \$25.00 for less than a 24-hour standby period. To qualify for standby pay, an employee must be specifically assigned to standby duty on his or her regular day off.

PAGE 1 OF 1

## Appendix C – CATASTROPIC LEAVE POLICE

### CITY OF YREKA - POLICY AND PROCEDURES CATASTROPIC LEAVE POLICY

The City Manager may approve employee request(s) for Catastrophic Leave. Catastrophic illness or injury is a severe illness or injury where the employee is expected to be incapacitated for a minimum of sixty (60) days after he/she has fully exhausted all of his/her accumulated paid leave time (e.g., sick leave, vacation, holiday, and CTO). Catastrophic illness or injury is further defined as a debilitating illness or injury of an employee's spouse, or legally dependent child because the employee is expected to be off work specifically to care for their spouse or legally dependent child for a minimum of sixty (60) days after the employee has exhausted all of his/her accumulated paid leave. An employee's job related illness or injury subject to workers' compensation coverage shall not be eligible for this catastrophic leave provision. This leave does not extend any Family-Medical Leave Act and California Family Rights Act, and is to run concurrently with any such benefit.

The City Manager may request medical documentation stating the employee is unable to perform their job and return to work. The City Manager may request documentation that the family (member) is still injured or ill. The decision of the City Manager may not be appealed, nor will any decision of the City Manager relative to Catastrophic Leave establish a precedent of any kind.

#### Purpose:

The purpose of this policy is to provide a means by which employees of the City may donate their accrued compensatory time, vacation leave, or sick leave to a co-employee who has suffered a catastrophic injury or illness and has inadequate paid leave available during the expected duration of the injury or illness.

#### Donation of Compensatory Time:

Any employee may donate all or any part of their accrued compensatory time to a co-employee who has suffered a catastrophic injury or illness.

#### Donation of Vacation Leave:

Any City employee may donate accrued vacation leave to a co-employee who has suffered a catastrophic injury or illness provided, however, the contributing employee shall maintain a balance of accrued vacation of not less than 40 hours.

Donation of Sick Leave:

Any employee may donate sick leave to a co-employee who has suffered a catastrophic injury or illness **up to 5 days accrued sick leave** provided, however, any such contributing employee shall maintain at least 12 days of accrued sick leave for their own use. The contribution of sick leave is limited to one donation per co-employee per 12-month period so as to assure that the contributing employee maintains their own sick leave account in the event they suffer a catastrophic injury or illness.

Procedure:

Donations shall be made pursuant to the approval of the City Manager. The employee receiving the leave will be paid at their normal rate of pay. Hours donated will be applied in the order in which they are received by the Finance Director and any excess donations not utilized will be credited back to the donor.

CATASTROPHIC LEAVE  
DONATION FORM

Name of contributing employee: \_\_\_\_\_

Name of co-employee to which donation is made: \_\_\_\_\_

Type of Donation:

Compensatory time # of hours donated \_\_\_\_\_

Vacation leave # of hours donated \_\_\_\_\_  
*Employee must maintain 40 hours vacation leave after donation.*

Sick leave # of hours donated \_\_\_\_\_  
*No more than 5 days may be donated per 12-month period.  
Employee must maintain 12 days sick leave after donation.*

\_\_\_\_\_  
Signature of employee

Date: \_\_\_\_\_

Approved by \_\_\_\_\_  
City Manager

Date \_\_\_\_\_

THIS FORM IS A CONFIDENTIAL DOCUMENT  
ALL DONATIONS WILL REMAIN ANONYMOUS

## POSITION DESCRIPTION

**Class Title: Maintenance Worker II – Assignment to Building Maintenance.**

### **General Purpose:**

Performs a variety of routine and complex semi-skilled work in the alteration, repair, and maintenance of city buildings. Performs basic electrical and plumbing tasks. Repair or replace light fixtures, bulbs, ballast, etc. repair or replace plumbing fixtures, sinks, toilets, drinking fountains, painting of buildings, repair or replace door hardware, locks, hinges, etc. Maintains sidewalks, shovel snow, apply ice melt, change HVAC filters. Responsible for Fire Extinguisher service. Ability to make repairs to a variety of equipment i.e. chairs, tables, kitchen equipment, floors, walls, etc. Unstop drains and toilets. Order and maintain supplies for buildings i.e. air filters, light bulbs, ice melt, etc. Keep and maintain building maintenance records. May also be assigned as to the duties of a Maintenance Worker II. This position operates a variety of equipment in the construction, operation, repair, maintenance, and replacement of city water, sewer, streets, storm drains, water treatment, wastewater treatment, sanitary landfill, and parks. This position requires substantial prior experience in public works functions beyond entry level, but not meeting the requirements of Maintenance Worker III.

### **SUPERVISION RECEIVED:**

Works under general supervision of the Maintenance Manager and under direct supervision of the Maintenance Worker III as assigned.

### **SUPERVISION EXERCISED:**

May serve as a lead worker over Maintenance Worker I and seasonal employees.

### **Essential Duties and Responsibilities:**

1. Perform maintenance to city buildings and grounds.
2. Places supply orders for building maintenance.
3. Maintain Fire Extinguisher Service and records.
4. Maintains concise records of building maintenance and supplies.

As Maintenance Worker II Assignment to Maintenance, may also be assigned to:

5. Inspects and/or repairs meters, parks, streets, drainage systems, water and sewer systems at frequent intervals to insure that all aspects of the systems are functioning properly.
6. Determines the locations of gas, telephone, power, television, water, sewer, and storm drains from the appropriate sources prior to excavation.
7. Responds to complaints regarding water leaks, pressure loss or no water; evaluates situation; explains findings to supervisor.
8. Contacts residents and business owners in the area where services will be discontinued and explains when services will be shut off and how soon it will be turned back on.

9. Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.
10. Drives trucks of various sizes and weights in the loading, hauling and unloading of various equipment and materials.
11. Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.
12. Performs all duties in conformance to appropriate safety and security standards.
13. Performs required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and line cleaning, main and pipe repair, laying and backfilling.
14. Cuts, fits, lays, repairs, taps, cleans and flushes water mains, pipe, gates and fittings on repair of mains and services and installation of services, fire hydrants and drinking fountains; assists in shutting off broken sections of water mains.
15. Services water supply, sewer lines and pumps.
16. May be assigned to operate light and medium sized construction and power equipment, which may include a water truck, loader, backhoe/loader, jetter/inductor truck, manlift, patching equipment and street sweeper. May occasionally be assigned to operate heavy sized construction equipment, which may include a compactor, and street roller.
17. Operates a variety of equipment used in water, sewer and street maintenance.
18. May be assigned to transport hazardous materials.
19. Each employee may be assigned specific job responsibilities that will dictate their day-to-day work activity. Additional assignments may be given at any time at the discretion of the supervisor.
20. May be assigned to Parks & General Maintenance.
21. May serve on various employee or other committees as assigned.

**Desired Minimum Qualifications:**

*Education and Experience:*

1. Graduation from high school education or GED equivalent, and
2. Two(2) years of experience relating to construction, maintenance, or repair, or
3. Any equivalent combination of education and experience.

**Necessary Knowledge, Skills and Abilities:**

1. Knowledge of building maintenance, electricity, plumbing, HVAC, woodworking, welding and cutting equipment.
2. Some knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities.
3. Skill in operation of various tools and equipment.
4. Ability to perform heavy manual tasks for extended periods of time.
5. Ability to work safely.
6. Ability to communicate effectively verbally and in writing.
7. Ability to establish and maintain effective working relationships with employees, other departments and the public.
8. Ability to understand and carry out written and oral instructions.

**Special Requirements:**

- 1) Valid State of California Class A Commercial Driver's License.
- 2) Air Brake Endorsement.
- 3) Tanker Endorsement.
- 4) All certifications necessary to perform the work as required.
- 5) Pass a medical examination and mandatory drug and alcohol screenings required for licensing and work assignment.

**Tools and Equipment Used:**

Motorized vehicles and equipment, including water truck, compactor, dump truck, trash compacting equipment, pick up truck, utility truck, backhoe/loader, front end loader, street sweeper, jetter/inductor truck, street roller, manlift, tamper, plate compactor, saws, pumps, aerial propane kettle, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, ditch witch, mobile or portable radio, and phone.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms as well as to stand, walk, talk, hear, sit, climb, balance, stoop, kneel, crouch, and crawl into confined spaces. The employee frequently is required to use sensory perception in the detection of odors.

The employee must frequently lift and/or move up to 30 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee is required to work in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee is frequently exposed to toxic or caustic chemicals and may be exposed to hazardous materials.

The noise level in the work environment is usually loud.

**Probationary Period:**

Employees serve a probationary period of six months. During the probationary period the employee may be terminated without cause or recourse. The probationary period may be extended with the consent of the City Manager.

**Agency Shop Requirements:** This job classification is represented by the Yreka Employees' Association, the employees of which are required, as a condition of employment, to either join the union and pay union dues or pay an equivalent service fee.

**Selection Guidelines:**

Formal application, rating of education and experience, oral interview, reference check, and job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I hereby acknowledge receipt of this job description and understand all requirements related to this position.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## POSITION DESCRIPTION

### **Class Title: Maintenance Worker I – Maintenance**

#### **General Purpose:**

Performs a variety of routine and complex semi-skilled work, and operates a variety of equipment in the construction, operation, repair, maintenance, and replacement of city water, sewer, streets, storm drains, water treatment, wastewater treatment, sanitary landfill, and parks. This is an entry-level position in the Department of Public Works.

#### **Supervision Received:**

Works under general supervision of the Maintenance Manager and under direct supervision of the Maintenance Worker III and/or II as assigned.

#### **Supervision Exercised:**

May serve as a lead worker over seasonal employees.

#### **Essential Duties and Responsibilities:**

22. Inspects and/or repairs meters, parks, streets, drainage systems, water and sewer systems at frequent intervals to insure that all aspects of the systems are functioning properly.
23. Determines the locations of gas, telephone, power, television, water, sewer, and storm drains from the appropriate sources prior to excavation.
24. Responds to complaints regarding water leaks, pressure loss or no water; evaluates situation; explains findings to supervisor.
25. Contacts residents and business owners in the area where services will be discontinued and explains when services will be shut off and how soon it will be turned back on.
26. Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.
27. On occasion, drives trucks of various sizes and weights in the loading, hauling and unloading of various equipment and materials.
28. Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.
29. Performs all duties in conformance to appropriate safety and security standards.
30. Performs required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and line cleaning, main and pipe repair, laying and backfilling.

31. Cuts, fits, lays, repairs, taps, cleans and flushes water mains; pipe, gates and fittings on repair of mains and services and installation of services, fire hydrants and drinking fountains; assists in shutting off broken sections of water mains.
32. Services water supply, sewer lines and pumps.
33. May occasionally be assigned to operate light and medium sized construction and power equipment, which may include a water truck, loader, roller, patching equipment, backhoe/front bucket and jetter/inductor truck.
34. Operates a variety of equipment used in water, sewer and street maintenance.
35. May be assigned to transport hazardous materials.
36. Each employee may be assigned specific job responsibilities that will dictate their day-to-day work activity. Additional assignments may be given at any time at the discretion of the supervisor.
37. May be assigned to Parks Maintenance.
38. May serve on various employee or other committees as assigned.

### **Desired Minimum Qualifications:**

#### **Education**

Graduation from high school education or GED equivalent.

#### **Necessary Knowledge, Skills and Abilities:**

9. Some knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities.
10. Skill in operation of various tools and equipment.
11. Ability to perform heavy manual tasks for extended periods of time.
12. Ability to work safely.
13. Ability to communicate effectively verbally and in writing.
14. Ability to establish and maintain effective working relationships with employees, other departments and the public.
15. Ability to understand and carry out written and oral instructions.

#### **Special Requirements:**

- 6) Valid State of California Class A Commercial Driver's License or obtain within 180 days of appointment.
- 7) Air Brake Endorsement, or obtain within 180 days of appointment.
- 8) Tanker Endorsement, or obtain within 180 days of appointment
- 9) All certifications necessary to perform the work as required.
- 10) Pass a medical examination and mandatory drug and alcohol screenings required for licensing and work assignment.

**Tools and Equipment Used:**

Motorized vehicles and equipment used include, but is not limited to: water truck, dump truck, pick up truck, utility truck, backhoe/front bucket, front end loader, jetter/inductor truck, street roller, tamper, plate compactor, saws, pumps, aerial propane kettle, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, ditch witch, mobile or portable radio, and phone.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms as well as to stand, walk, talk, hear, sit, climb, balance, stoop, kneel, crouch, and crawl into confined spaces. The employee frequently is required to use sensory perception in the detection of odors. The employee must frequently lift and/or move up to 30 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee is required to work in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee is frequently exposed to toxic or caustic chemicals and may be exposed to hazardous materials.

The noise level in the work environment is usually loud.

**Probationary Period:**

Employees serve a probationary period of six months. During the probationary period the employee may be terminated without cause or recourse. The probationary period may be extended with the consent of the City Manager.

**Agency Shop Requirements:** This job classification is represented by the Yreka Employees' Association, the employees of which are required, as a condition of employment, to either join the union and pay union dues or pay an equivalent service fee.

**Selection Guidelines:**

Formal application, rating of education and experience, oral interview, reference check, and job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I hereby acknowledge receipt of this job description and understand all requirements related to this position.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## POSITION DESCRIPTION

### **Class Title: Maintenance Worker II -- Maintenance**

#### **General Purpose:**

Performs a variety of routine and complex semi-skilled work, and operates a variety of equipment in the construction, operation, repair, maintenance, and replacement of city water, sewer, streets, storm drains, water treatment, wastewater treatment, sanitary landfill, and parks. This position requires substantial prior experience in public works functions beyond entry level, but not meeting the requirements of Maintenance Worker III.

#### **Supervision Received:**

Works under general supervision of the Maintenance Manager and under direct supervision of the Maintenance Worker III as assigned.

#### **Supervision Exercised:**

May serve as a lead worker over Maintenance Worker I and seasonal employees.

#### **Essential Duties and Responsibilities:**

39. Inspects and/or repairs meters, parks, streets, drainage systems, water and sewer systems at frequent intervals to insure that all aspects of the systems are functioning properly.
40. Determines the locations of gas, telephone, power, television, water, sewer, and storm drains from the appropriate sources prior to excavation.
41. Responds to complaints regarding water leaks, pressure loss or no water; evaluates situation; explains findings to supervisor.
42. Contacts residents and business owners in the area where services will be discontinued and explains when services will be shut off and how soon it will be turned back on.
43. Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.
44. Drives trucks of various sizes and weights in the loading, hauling and unloading of various equipment and materials.
45. Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.
46. Performs all duties in conformance to appropriate safety and security standards.
47. Performs required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and line cleaning, main and pipe repair, laying and backfilling.

- 48. Cuts, fits, lays, repairs, taps, cleans and flushes water mains, pipe, gates and fittings on repair of mains and services and installation of services, fire hydrants and drinking fountains; assists in shutting off broken sections of water mains.
- 49. Services water supply, sewer lines and pumps.
- 50. May be assigned to operate light and medium sized construction and power equipment, which may include a water truck, loader, backhoe/loader, jetter/inductor truck, manlift, patching equipment and street sweeper. May occasionally be assigned to operate heavy sized construction equipment, which may include a compactor, and street roller.
- 51. Operates a variety of equipment used in water, sewer and street maintenance.
- 52. May be assigned to transport hazardous materials.
- 53. Each employee may be assigned specific job responsibilities that will dictate their day-to-day work activity. Additional assignments may be given at any time at the discretion of the supervisor.
- 54. May be assigned to Parks Maintenance.
- 55. May serve on various employee or other committees as assigned.

**Desired Minimum Qualifications:**

*Education and Experience:*

- 4. Graduation from high school education or GED equivalent, and
- 5. Two(2) years of experience relating to construction, maintenance, or repair, or
- 6. Any equivalent combination of education and experience.

**Necessary Knowledge, Skills and Abilities:**

- 16. Some knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities.
- 17. Skill in operation of various tools and equipment.
- 18. Ability to perform heavy manual tasks for extended periods of time.
- 19. Ability to work safely.
- 20. Ability to communicate effectively verbally and in writing.
- 21. Ability to establish and maintain effective working relationships with employees, other departments and the public.
- 22. Ability to understand and carry out written and oral instructions.

**Special Requirements:**

- 11) Valid State of California Class A Commercial Driver's License.
- 12) Air Brake Endorsement.
- 13) Tanker Endorsement.
- 14) All certifications necessary to perform the work as required.

- 15) Pass a medical examination and mandatory drug and alcohol screenings required for licensing and work assignment.

**Tools and Equipment Used:**

Motorized vehicles and equipment used include, but is not limited to: water truck, compactor, dump truck, trash compacting equipment, pick up truck, utility truck, backhoe/loader, front end loader, street sweeper, jetter/inductor truck, street roller, manlift, tamper, plate compactor, saws, pumps, aerial propane kettle, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, ditch witch, mobile or portable radio, and phone.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms as well as to stand, walk, talk, hear, sit, climb, balance, stoop, kneel, crouch, and crawl into confined spaces. The employee frequently is required to use sensory perception in the detection of odors.

The employee must frequently lift and/or move up to 30 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee is required to work in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee is frequently exposed to toxic or caustic chemicals and may be exposed to hazardous materials. The noise level in the work environment is usually loud.

**Probationary Period:**

Employees serve a probationary period of six months. During the probationary period the employee may be terminated without cause or recourse. The probationary period may be extended with the consent of the City Manager.

**Agency Shop Requirements:** This job classification is represented by the Yreka Employees' Association, the employees of which are required, as a condition of employment, to either join the union and pay union dues or pay an equivalent service fee.

**Selection Guidelines:**

Formal application, rating of education and experience, oral interview, reference check, and job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I hereby acknowledge receipt of this job description and understand all requirements related to this position.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## POSITION DESCRIPTION

### **Class Title: Maintenance Worker III – Maintenance**

#### **General Purpose:**

Performs a variety of routine and complex semi-skilled work, and operates a variety of equipment in the construction, operation, repair, maintenance, and replacement of city water, sewer, streets, storm drains, water treatment, wastewater treatment, sanitary landfill, and parks. This position requires extensive background in public works operation, equipment operation, and supervision.

#### **Supervision Received:**

Works under general supervision of the Maintenance Manager. Position requires a large degree of individual initiative, judgment, and responsibility.

#### **Supervision Exercised:**

Frequently serves as a lead worker over lower level maintenance workers and seasonal employees.

#### **Essential Duties and Responsibilities:**

56. Inspects and/or repairs meters, parks, streets, drainage systems, water and sewer systems at frequent intervals to insure that all aspects of the systems are functioning properly.
57. Determines the locations of gas, telephone, power, television, water, sewer, and storm drains from the appropriate sources prior to excavation.
58. Responds to complaints regarding water leaks, pressure loss or no water; evaluates situation; explains findings to supervisor.
59. Contacts residents and business owners in the area where services will be discontinued and explains when services will be shut off and how soon it will be turned back on.
60. Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.
61. Drives trucks of various sizes and weights in the loading, hauling and unloading of various equipment and materials.
62. Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.
63. Performs all duties in conformance to appropriate safety and security standards.
64. Performs required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and line cleaning, main and pipe repair, laying and backfilling.

- 65. Cuts, fits, lays, repairs, taps, cleans and flushes water mains, pipe, gates and fittings on repair of mains and services and installation of services, fire hydrants and drinking fountains; assists in shutting off broken sections of water mains.
- 66. Services water supply, sewer lines and pumps.
- 67. Will be assigned to operate light, medium, and heavy sized construction and power equipment, which may include, but is not limited to, a water truck, loader, backhoe/loader, jetter/inductor truck, street sweeper, manlift, compactor, patching equipment, street roller, grader, scraper, and bulldozer.
- 68. Operates a variety of equipment used in water, sewer and street maintenance.
- 69. May be assigned to transport hazardous materials.
- 70. Each employee may be assigned specific job responsibilities that will dictate their day-to-day work activity. Additional assignments may be given at any time at the discretion of the supervisor.
- 71. May be assigned to Parks Maintenance.
- 72. May serve on various employee or other committees as assigned.

**Desired Minimum Qualifications:**

*Education and Experience:*

- 7. Graduation from high school education or GED equivalent, and
- 8. Two(2) years of experience relating to construction, maintenance, or repair, or
- 9. Any equivalent combination of education and experience.

**Necessary Knowledge, Skills and Abilities:**

- 23. Knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities.
- 24. Skill in operation of various tools and equipment.
- 25. Ability to perform heavy manual tasks for extended periods of time.
- 26. Ability to work safely.
- 27. Ability to communicate effectively verbally and in writing.
- 28. Ability to establish and maintain effective working relationships with employees, other departments and the public.
- 29. Ability to understand and carry out written and oral instructions.

**Special Requirements:**

- 16) Valid State of California Class A Commercial Driver's License.
- 17) Air Brake Endorsement.
- 18) Tanker Endorsement.
- 19) All certifications necessary to perform the work as required.

- 20) Pass a medical examination and mandatory drug and alcohol screenings required for licensing and work assignment.

**Tools and Equipment Used:**

Motorized vehicles and equipment used include, but is not limited to: water truck, compactor, dump truck, trash compacting equipment, pick up truck, utility truck, backhoe/loader, front end loader, street sweeper, jetter/inductor truck, street roller, manlift, tamper, plate compactor, saws, pumps, aerial propane kettle, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, ditch witch, mobile or portable radio, and phone.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms as well as to stand, walk, talk, hear, sit, climb, balance, stoop, kneel, crouch, and crawl into confined spaces. The employee frequently is required to use sensory perception in the detection of odors.

The employee must frequently lift and/or move up to 30 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee is required to work in outside weather conditions. The employee frequently works near moving mechanical parts and is frequently exposed to wet and/or humid conditions. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee is frequently exposed to toxic or caustic chemicals and may be exposed to hazardous materials. The noise level in the work environment is usually loud.

**Probationary Period:**

Employees serve a probationary period of six months. During the probationary period the employee may be terminated without cause or recourse. The probationary period may be extended with the consent of the City Manager.

**Agency Shop Requirements:** This job classification is represented by the Yreka Employees' Association, the employees of which are required, as a condition of employment, to either join the union and pay union dues or pay an equivalent service fee.

**Selection Guidelines:**

Formal application, rating of education and experience, oral interview, reference check, and job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I hereby acknowledge receipt of this job description and understand all requirements related to this position.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## POSITION DESCRIPTION

### **Maintenance Worker II – Public Works Assignment to Parks**

#### GENERAL PURPOSE:

Performs a variety of semi-skilled technical and maintenance work in the operation, maintenance, and repair of the parks. May be assigned to assist in the repair, maintenance, and replacement of City water, sewer, streets, storm drainage facilities and systems, water treatment and wastewater treatment.

#### SUPERVISION RECEIVED:

Works under general supervision of the Maintenance Manager and under direct supervision of the Maintenance Worker III as assigned.

#### SUPERVISION EXERCISED:

May serve as a lead worker over Maintenance Worker I and seasonal employees.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES:

Maintain plantings and grounds, recreation and play areas, and irrigation systems; unlock and open gates to parks; mows lawns, hauls garbage, often heavy lifting up to 100 lbs.; assists with irrigation repairs including sprinklers, lines, valves, clocks, etc.; rakes, performs pick and shovel work, paints, performs carpentry tasks, does concrete work, performs plumbing, operates chainsaws as may be necessary for pruning trees and shrubs, assembles equipment. Maintains swimming pool; clean filters; checks and maintains water quality. Coordinates park reservations and special requests, may respond to inquiries from the general public. Employee may be assigned specific job responsibilities that will dictate the day-to-day work activity. Additional assignments may be given at any time at the discretion Maintenance Manager to perform other duties within the Department of Public Works within the scope of duties of the Maintenance Worker II.

During winter months will be frequently assigned to general duties of Maintenance Worker II - Public Works Maintenance.

#### DESIRED MINIMUM QUALIFICATIONS:

##### Education and Experience:

- Graduation from high school or GED equivalent.
- Some experience in parks construction and/or maintenance
- Any equivalent combination of education and experience.

#### **Special Requirements:**

- 21) Valid State of California Class A Commercial Driver's License.
- 22) Air Brake Endorsement.
- 23) Tanker Endorsement.
- 24) All certifications necessary to perform the work as required.
- 6) Qualified Applicators Certificate for application of pesticides.

- 7) Certified Pool Operators License.
- 8) Pass a medical examination and mandatory drug and alcohol screenings required for licensing and work assignment.

Necessary knowledge, skills and abilities:

- General knowledge of equipment, facilities, materials, methods and procedures used in maintenance and operation of parks and public works.
- Ability to repair, operate, and maintain varied mechanical and electrical equipment.
- Ability to work safely; ability to communicate effectively verbally and in writing; ability to establish and maintain effective working relationships with employees, other departments and the public; ability to understand and carry out written and oral instructions.
- This classification requires the use of a City vehicle while conducting City business. In order to drive, individuals must be physically capable of operating the vehicles safely and must possess an appropriate valid California motor vehicle operator's license.

**TOOLS AND EQUIPMENT USED:**

Motor vehicles, manlift, generators, pumps, gauges, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, electrical diagnostic equipment, and a variety of landscape maintenance equipment.

**PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel, or operate objects, tools, or controls and to reach with hands and arms. The employee frequently is required to stand for long periods of time, walk, talk, hear, sit, climb, balance, stoop, kneel, crouch, crawl, and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee often works in outside adverse weather conditions. The employee occasionally works near moving mechanical parts. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee is occasionally exposed to toxic or caustic chemicals.

The noise level in the work environment is usually moderately loud.

Agency Shop Requirements: This job classification is represented by the Yreka Employees' Association, the employees of which are required, as a condition of employment, to either join the union and pay union dues or pay an equivalent service fee.

**PROBATIONARY PERIOD:**

Employees serve a probationary period of six months. During the probationary period the employee may be terminated without cause or recourse. The probationary period may be extended with the consent of the City Manager.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I hereby acknowledge receipt of this job description and understand all requirements related to this position.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## POSITION DESCRIPTION

### Maintenance Worker I – Public Works Assignment to Parks

#### GENERAL PURPOSE:

Performs a variety of semi-skilled technical and maintenance work in the operation, maintenance, and repair of the parks. May be assigned to assist in the repair, maintenance, and replacement of City water, sewer, streets, storm drainage facilities and systems, water treatment and wastewater treatment.

#### SUPERVISION RECEIVED:

Works under general supervision of the Maintenance Manager and under direct supervision of the Maintenance Worker III and/or II as assigned.

#### SUPERVISION EXERCISED:

May serve as a lead worker over seasonal employees.

#### ESSENTIAL DUTIES AND RESPONSIBILITIES:

Maintain plantings and grounds, recreation and play areas, and irrigation systems; unlock and open gates to parks; mows lawns, hauls garbage, often heavy lifting up to 100 lbs.; assists with irrigation repairs including sprinklers, lines, valves, clocks, etc.; rakes, performs pick and shovel work, paints, performs carpentry and plumbing tasks, does concrete work, operates chainsaws as may be necessary for pruning trees and shrubs, assembles equipment. Employee may be assigned specific job responsibilities that will dictate the day-to-day work activity. Additional assignments may be given at any time at the discretion Maintenance Manager to perform other duties within the Department of Public Works within the scope of duties of the Maintenance Worker I.

During the winter months may be frequently assigned to general duties of Maintenance Worker I - Public Works Maintenance.

#### DESIRED MINIMUM QUALIFICATIONS:

##### Education and Experience:

- Graduation from high school or GED equivalent.
- Some experience in parks construction and/or maintenance
- Any equivalent combination of education and experience.

#### **Special Requirements:**

- 25) Valid State of California Class A Commercial Driver's License, or obtain within 180 days of appointment.
- 26) Air Brake Endorsement, or obtain within 180 days of appointment.
- 27) Tanker Endorsement, or obtain within 180 days of appointment.
- 28) All certifications necessary to perform the work as required.
- 29) Pass a medical examination and mandatory drug and alcohol screenings required for licensing and work assignment.

#### Necessary knowledge, skills and abilities:

- General knowledge of equipment, facilities, materials, methods and procedures used in maintenance and operation of parks.
- Ability to repair, operate, and maintain varied mechanical and electrical equipment.
- Ability to work safely; ability to communicate effectively verbally and in writing; ability to establish and maintain effective working relationships with employees, other departments and the public; ability to understand and carry out written and oral instructions.
- This classification requires the use of a City vehicle while conducting City business. In order to drive, individuals must be physically capable of operating the vehicles safely and must possess an appropriate valid California motor vehicle operator's license.

#### TOOLS AND EQUIPMENT USED:

Motor vehicles, generators, pumps, gauges, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, electrical diagnostic equipment, and a variety of landscape maintenance equipment.

#### PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to use hands to finger, handle, feel, or operate objects, tools, or controls and to reach with hands and arms. The employee frequently is required to stand for long periods of time, walk, talk, hear, sit, climb, balance, stoop, kneel, crouch, crawl, and smell.

The employee must frequently lift and/or move up to 50 pounds and occasionally lift and/or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, depth perception, and the ability to adjust focus.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee often works in outside adverse weather conditions. The employee occasionally works near moving mechanical parts. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, risk of electrical shock, and vibration. The employee is occasionally exposed to toxic or caustic chemicals. The noise level in the work environment is usually moderately loud.

**AGENCY SHOP REQUIREMENTS:** This job classification is represented by the Yreka Employees' Association, the employees of which are required, as a condition of employment, to either join the union and pay union dues or pay an equivalent service fee.

#### PROBATIONARY PERIOD:

Employees serve a probationary period of six months. During the probationary period the employee may be terminated without cause or recourse. The probationary period may be extended with the consent of the City Manager.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I hereby acknowledge receipt of this job description and understand all requirements related to this position.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## POSITION DESCRIPTION

Class Title: Maintenance Worker II – Assignment as Water Meter Reader.

### **General Purpose:**

Performs a variety of semi-skilled maintenance work primarily pertaining to reading and maintaining water meters. May be assigned to assist in the repair, maintenance, and replacement of City water, sewer, streets, storm drainage facilities and systems, water treatment, wastewater treatment, and maintenance of parks.

### **Supervision Received:**

Works under the supervision of the Maintenance Manager or designated crew leader. Frequently works alone while reading water meters.

### **Essential Duties and Responsibilities:**

1. Reads, inspects, maintains, and repairs water meters.
2. Inspects and/or repairs booster pumping stations, reservoir, meters, streets, drainage systems, water and sewer systems at frequent intervals to insure that all aspects of the systems are functioning properly.
3. Maintains a variety of records relating to inspections, maintenance activity, water supply, consumption, etc.
4. Responds to complaints regarding water leaks, pressure loss or no water; evaluates situation; explains findings to supervisor.
5. Contacts residents and business owners in the area where services will be discontinued and explains when services will be shut off and how soon it will be turned back on.
6. Insures the proper maintenance of equipment and tools by cleaning and checking equipment and tools after use.
7. Determines that locations of gas, telephone, power, television, water and sewer lines from the appropriate sources prior to excavation.
8. Drives trucks of various sizes and weights in the loading, hauling and unloading of various equipment and materials.
9. Performs routine inspection and preventive maintenance on assigned equipment and refers defects or needed repairs to supervisor; cleans equipment.
10. May occasionally be assigned to operate light and medium-sized construction and power equipment, which may include a water truck, loader, backhoe/front end, jetter/inductor truck, street sweeper, patching equipment, street roller, and dump truck.
11. Performs all duties in conformance to appropriate safety and security standards.
12. Performs required labor involved in construction and maintenance projects as part of a crew, including pavement cutting, ditch digging, manhole and line cleaning, main and pipe repair, laying and backfilling.
13. Cuts, fits, lays, repairs, taps, cleans and flushes water mains, pipe, gates and fittings on repair of mains and services and installation of services, fire hydrants and drinking fountains; assists in shutting off broken sections of water mains.
14. May assist in the training of lower level employees to increase their skills in the maintenance, construction and repair of water, sewer, street, and storm drainage facilities.

15. Services water supply, sewer lines, and pumps.
16. Operates a variety of power construction and maintenance equipment used in the water, sewer, street, parks and landfill departments. Each employee may be assigned specific job responsibilities that will dictate their day-to-day work activity. Additional assignments may be given at any time at the discretion Maintenance Manager to perform other duties within the public works department within the scope of duties of the Maintenance Worker II.
17. May serve on various employee or other committees as assigned.

**Desired Minimum Qualifications:**

*Education and Experience:*

10. Graduation from high school education or GED equivalent, and
11. Two(2) years of experience relating to construction, maintenance, or repair, or
12. Any equivalent combination of education and experience.

**Necessary Knowledge, Skills and Abilities:**

1. Ability to accurately read water meters and record readings.
2. Knowledge of equipment, facilities, materials, methods and procedures used in maintenance, construction and repair activities.
3. Skill and knowledge in operation of various tools and equipment.
4. Some skill in operation of heavy, power driven equipment.
5. Ability to perform heavy manual tasks for extended periods of time.
6. Ability to work safely.
7. Ability to communicate effectively verbally and in writing.
8. Ability to establish and maintain effective working relationships with employees, other departments and the public.
9. Ability to understand and carry out written and oral instructions.

**Special Requirements:**

- 30) Valid State of California Class A Commercial Driver's License.
- 31) Air Brake Endorsement.
- 32) Tanker Endorsement.
- 33) All certifications necessary to perform the work as required.
- 34) Pass a medical examination and mandatory drug and alcohol screenings required for licensing and work assignment.

**Tools and Equipment Used**

Motorized vehicles and equipment, including water truck, dump truck, pickup truck, utility truck, street sweeper, jetter/inductor truck, street roller, loader, manlift, tamper, plate compactor, saws, pumps, aerial propane kettle, compressors, sanders, generators, common hand and power tools, shovels, wrenches, detection devices, mobile radio, phone, ditch witch.

**Physical Demands:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. While performing the duties of this job, the employee is required to frequently walk.

The employee is regularly required to use hands to finger, handle, feel or operate objects, tools, or controls and reach with hands and arms as well as to stand; walk; talk; hear; sit; climb; balance; stoop; kneel; crouch; and crawl into confined spaces. The employee frequently is required to stand and talk or hear. The employee must frequently lift concrete and steel water meter covers, frequently lift and/or move up to 30 pounds, and occasionally lift and or move up to 100 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

**Work Environment:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job.

While performing the duties of this job, the employee is required to work in outside weather conditions and work alone. The employee works near moving and mechanical parts and is frequently exposed to wet and/or humid conditions and vibration. The employee occasionally works in high, precarious places and is occasionally exposed to fumes or airborne particles, and risk of electrical shock. The employee may be exposed to toxic or caustic chemicals. The noise level in the work environment is occasionally loud.

**Probationary Period:**

Employees serve a probationary period of six months. During the probationary period the employee may be terminated without cause or recourse. The probationary period may be extended with the consent of the City Manager.

**Agency Shop Requirements:** This job classification is represented by the Yreka Employees' Association, the employees of which are required, as a condition of employment, to either join the union and pay union dues or pay an equivalent service fee.

**Selection Guidelines:**

Formal application; rating of education and experience; oral interview and reference check; job related tests may be required.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

I hereby acknowledge receipt of this job description and understand all requirements related to this position.

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_





RESOLUTION NO. 2015-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF YREKA  
APPROVING EXECUTION OF THE MEMORANDUM OF  
UNDERSTANDING BETWEEN THE CITY OF YREKA AND  
THE YREKA CITY EMPLOYEES ASSOCIATION AND OPT OUT  
MEDICAL LETTERS OF UNDERSTANDING WITH OTHER BARGAINING  
GROUPS

WHEREAS, the City Council of the City of Yreka, a municipal corporation, pursuant to California Government Code Section 3500, et seq., enacted an Employer-Employee Relations policy with its adoption of Resolution No. 1436 on April 16, 1978; and,

WHEREAS, the City Manager and representatives of the City, and representatives for the Yreka City Employees Association have met and conferred in good faith; and,

WHEREAS, these parties have reached tentative agreement as of May 21, 2015, on matters relating to the employment conditions of said employees as reflected by the written Memorandum of Understanding for the Yreka City Employees Association all of which the City Council has reviewed; and;

WHEREAS, the Opt Out medical provision included in the agreement should be equitable among all employee units; and,

WHEREAS, this Council finds that the provisions and agreements contained in the Memorandum of Understanding are fair and proper and in the best interests of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF YREKA DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. The Council hereby finds and determines that the foregoing recitals are true and correct.

Section 2. The Memorandum of Understanding is hereby approved and the City Manager or designee is hereby authorized and directed to execute said document, with such changes, insertions and omissions as may be approved by the City Manager.

Section 3. The City Manager, the Finance Director, and all other proper officers and officials of the City are hereby authorized to execute such other agreements, documents and certificates, and to perform such other acts and deeds, as may be necessary or convenient to effect the purposes of this Resolution and the transactions herein authorized.



Section 4. The City Manager, the Finance Director, and all other proper officers and officials of the City are hereby authorized to execute the Letters of Understanding with the other bargaining units to increase the Opt Out medical payments to match those in the attached Memorandum of Understanding.

Section 5. It is further resolved, If any section, subsection, part, clause, sentence or phrase of this Resolution or the application thereof is for any reason held to be invalid or unconstitutional by a decision of any court of competent jurisdiction, the validity of the remaining portions of this Resolution, the application thereof, shall not be effected thereby but shall remain in full force and effect, it being the intention of the City Council to adopt each and every section, subsection, part, clause, sentence phrase regardless of whether any other section, subsection, part, clause, sentence or phrase or the application thereof is held to be invalid or unconstitutional.

Section 6. This resolution shall take effect immediately upon its passage.

Passed and adopted this 21st day of May 2015, by the following vote:

AYES:  
NAYS:  
ABSENT:

\_\_\_\_\_  
John Mercier, Mayor

Attest:

\_\_\_\_\_  
Elizabeth Casson, City Clerk





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**CITY OF YREKA  
CITY COUNCIL AGENDA MEMORANDUM**

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To: Yreka City Council

Prepared by: Rhett Hogan, Finance Director and Deborah Ramirez, Accounting Manager <sup>DR</sup>

Agenda title: Requested action – City Council Approval of the Amendment to the Employment Contract of the City Manager

Meeting date: May 21 2015

Summary:

The Employment Agreement for the City Manager dated February 4, 2010 provides for merit increases in recognition of accomplishments and objectives.

As such, the proposed amendment to the City Manager's Employment Agreement reflects changes in the compensation, retirement and health benefits.

Specifically, the Agreement includes a salary increase of 2.5% for calendar year 2015 (retroactive to January 1, 2015), the employee picking up the employee's share of the pension contribution of 7% in exchange for a 7% salary increase, and the increase to health care as negotiated by the employee groups.

Fiscal Impact:

The fiscal impact is estimated to be approximately \$7,286 in 2015 on an annual basis over the current adopted 2014-15 and 2015-16 biannual budget.

Recommendation:

That the City Council of the City of Yreka approve the Amendment to the Employment Agreement of the City Manager.

Approved by:   
Rhett Hogan, Finance Director

**AMENDMENT TO EMPLOYMENT AGREEMENT**

THIS AMENDMENT TO EMPLOYMENT AGREEMENT dated February 4, 2010, is made and entered into this 21st of May 2015 by and between the City of Yreka, a municipal corporation, hereinafter referred to as "City" and Steven W. Baker, hereinafter referred to as "Baker".

WITNESSETH:

WHEREAS, City and Baker desire to amend its employment contract with Baker as City Manager for the City of Yreka in order to create a fixed schedule for salary and merit increases to create certainty for the parties with respect to the compensation of the City Manager.

NOW, THEREFORE, THE PARTIES DO HEREBY AGREE AS FOLLOWS:

1. Effective immediately upon execution of this Amendment to Agreement, City agrees to pay Baker for services rendered, effective the first full pay period after January 1, 2015, a base annual salary as specified in Appendix A, attached hereto, and made a part hereof, payable at the same time and in the same manner as salary compensation is paid to other City employees. This salary range shall reflect a 2.5% increase for calendar year 2015. Additionally, the City Council shall review and evaluate the performance of Baker at least once annually. In recognition of accomplishments and objectives, and excellent performance, a merit increase may, in the City Council's sole discretion, be granted.
2. The City will maintain enrollment of Baker in the PERS 2% @ 55 Classic 1084 retirement plan Classic. Baker shall pay the employee contribution for retirement plan which is 7% per PERS 2% at 55 (Classic 1084) effective January 1, 2015. The salary range specified in Appendix A reflects a 7% increase for 2015 in exchange for Baker picking up his share of the CalPERS contribution.
3. Effective January 1, 2015, and continuing thereafter, the **City's contribution** for the eligible employee's flexible benefit health plan, that includes the City's Public Employees Medical and Health Care Act (PEMHCA) minimum employer contribution (MEC), shall not exceed the following sums:

Group Tiers	1/1/2014 Cap	1/1/2015 Cap	1/1/2016 Cap
Employee	\$500.00	\$520.00	\$540.00
Employee + 1 dependent	\$940.00	\$980.00	\$1,020.000
Employee + 2 or more dependents	\$1,195.00	\$1,255.00	\$1,315.00
Opt Out	\$500.00	\$520.00	\$540.00

4. In all other respects, the Agreement entered into between the City and Baker on February 4, 2010, except as is modified herein, is confirmed and remains in full force and effect for the term specified.

\_\_\_\_\_  
Steven W. Baker

CITY OF YREKA

by \_\_\_\_\_  
John Mercier, Mayor

ATTEST:

by \_\_\_\_\_  
Liz Casson, City Clerk



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**CITY OF YREKA**  
**CITY COUNCIL AGENDA MEMORANDUM**

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To: Yreka City Council

Prepared by: Jeannette Hook, Administrative Assistant *JH*

Agenda title: APPROVE A SUPPLEMENTAL APPROPRIATION REQUEST OF \$15,000 TO SUPPORT CDBG-RELATED PROJECT ACTIVITIES

Meeting date: May 21, 2015

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Discussion:

Community Development Block Grant (CDBG) funds have been used to complete prior projects and develop new projects, but were not included in the FY 14/16 budget. Budget adjustments are now necessary to cover these costs.

In 2011 the City Council authorized an application to the CDBG program to evaluate the potential feasibility and interest for a Tourism Improvement District. The Planning and Technical Assistance Grant was completed and closed in December 2013. The City incurred grant-related staff costs, in the amount of approximately \$2500, to support the Siskiyou Economic Development Council in moving forward with the recommended Tourism Business Improvement District. On October 16, 2014 the City Council authorized \$5000 as a cash contribution for this effort, but we had not included staff support costs in that request.

City staff has also been evaluating the feasibility of making the restrooms at City Hall accessible. Professional architectural assistance was requested to develop conceptual plans and cost estimates that could be used in support of a future CDBG grant application or use of program income. Costs incurred at this time are approximately \$2500.

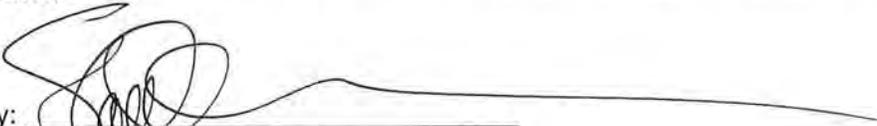
Evaluation of projects for new CDBG funding, including the City Hall restrooms and other community needs, requires funding of staff costs. These additional costs may be up to \$10,000 over the two year budget cycle.

Fiscal Impact:

These items were not budgeted because they were unknown at the time of preparation of the 2014/16 but are necessary to support projects that may or may not develop. A supplemental appropriation is requested to incorporate these expenditures into the City's budget to be paid by the CDBG administrative allocation on Program Income/Revolving Loans.

Recommendation and Requested Action:

That the Council: Approve a Supplemental Appropriation Request of \$15,000 to support CDBG-related project activities.

Approved by:   
Steven Baker, City Manager



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**CITY OF YREKA**  
**CITY COUNCIL AGENDA MEMORANDUM**

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**TO:** Yreka City Council

**PREPARED BY:** Rhetta Hogan, Finance Director

**AGENDA TITLE:** Approval by Yreka City Council of the City of Yreka the 2014-2015 Midyear Operating Budget Revision

**MEETING DATE:** Thursday, May 21, 2015

Discussion:

During the course of the year budget revisions are needed to reflect changes in the budget estimates to more accurately reflect the revenue and expense trends. The detail of the revisions presented have already been authorized (bargaining unit contracts and other Council actions), and the following details by account for public transparency.

As the year closes there will be more revisions, as part of closing books. Budget adjustments and revisions are a common practice. As the City Council, your focus should be where budgeted expenditures have been over-expended and why. A detailed discussion is provided below.

Attached is a recap by account and description of the budget revisions and accompanying description for the revision.

Fiscal Impact:

Government-wide budgeted expenses decreased \$134,671; of which \$79,178 relates to new fire apparatus taxes and equipment funded by the fire parcel tax reserves; \$15,000 relates to CDBG activity that is funded from housing and business loan income reserves; and \$40,493.22 relates to the half year impact of labor negotiations that is primarily funded from operating income.

Recommendation and Requested Action:

Approval by Yreka City Council of the City of Yreka the 2014-2015 Midyear Operating Budget Revision

Approved by: \_\_\_\_\_

A handwritten signature in black ink, appearing to be "Steven Baker".

Steven Baker, City Manager

# General Ledger

## Budget Adjustment Detail

User: rhetta  
 Printed: 05/14/2015 - 8:18AM  
 Printed: 2015



Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
01-020-0000-100-000				163,781.05
05/08/2015	2014_15 NEGOTIATIONS		3,077.76	166,858.81
		163,781.05	3,077.76	166,858.81
01-020-0000-320-000				29,620.20
05/08/2015	2014_15 NEGOTIATIONS		537.90	30,158.10
		29,620.20	537.90	30,158.10
01-020-0000-330-000				10,507.83
05/08/2015	2014_15 NEGOTIATIONS		190.82	10,698.65
		10,507.83	190.82	10,698.65
01-020-0000-330-001				2,457.48
05/08/2015	2014_15 NEGOTIATIONS		44.63	2,502.11
		2,457.48	44.63	2,502.11
01-020-0000-340-002				21,487.16
05/08/2015	2014_15 NEGOTIATIONS		550.80	22,037.96
		21,487.16	550.80	22,037.96
01-020-0000-360-000				5,152.22
05/08/2015	2014_15 NEGOTIATIONS		93.57	5,245.79
		5,152.22	93.57	5,245.79
01-020-0000-390-000				1,580.39
05/08/2015	2014_15 NEGOTIATIONS		28.57	1,608.96
		1,580.39	28.57	1,608.96
01-030-0000-100-000				125,342.23
05/08/2015	2014_15 NEGOTIATIONS		2,228.02	127,570.25
		125,342.23	2,228.02	127,570.25
01-030-0000-320-000				21,906.06
05/08/2015	2014_15 NEGOTIATIONS		389.39	22,295.45
		21,906.06	389.39	22,295.45

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
01-030-0000-330-000	FICA			8,087.42
05/08/2015	2014_15 NEGOTIATIONS		138.14	8,225.56
		8,087.42	138.14	8,225.56
01-030-0000-330-001	Medicare			1,891.41
05/08/2015	2014_15 NEGOTIATIONS		32.31	1,923.72
		1,891.41	32.31	1,923.72
01-030-0000-340-002	Health Insurance			23,482.44
05/08/2015	2014_15 NEGOTIATIONS		553.39	24,035.83
		23,482.44	553.39	24,035.83
01-030-0000-360-000	Worker's Comp			3,965.44
05/08/2015	2014_15 NEGOTIATIONS		67.73	4,033.17
		3,965.44	67.73	4,033.17
01-030-0000-390-000	Life Insurance			1,066.46
05/08/2015	2014_15 NEGOTIATIONS		19.20	1,085.66
		1,066.46	19.20	1,085.66
01-040-0000-100-000	Wages			4,564.80
05/08/2015	2014_15 NEGOTIATIONS		86.28	4,651.08
		4,564.80	86.28	4,651.08
01-040-0000-320-000	ER PERS			797.79
05/08/2015	2014_15 NEGOTIATIONS		15.08	812.87
		797.79	15.08	812.87
01-040-0000-330-000	FICA			283.02
05/08/2015	2014_15 NEGOTIATIONS		5.35	288.37
		283.02	5.35	288.37
01-040-0000-330-001	Medicare			66.19
05/08/2015	2014_15 NEGOTIATIONS		1.25	67.44
		66.19	1.25	67.44
01-040-0000-340-002	Health Insurance			904.79
05/08/2015	2014_15 NEGOTIATIONS		20.74	925.53
		904.79	20.74	925.53
01-040-0000-360-000	Worker's Comp			138.77
05/08/2015	2014_15 NEGOTIATIONS		2.62	141.39
		138.77	2.62	141.39

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
01-040-0000-390-000				43.30
05/08/2015	2014_15 NEGOTIATIONS		0.81	44.11
		43.30	0.81	44.11
01-050-0000-100-000				11,416.92
05/08/2015	2014_15 NEGOTIATIONS		196.85	11,613.77
		11,416.92	196.85	11,613.77
01-050-0000-320-000				1,995.34
05/08/2015	2014_15 NEGOTIATIONS		34.40	2,029.74
		1,995.34	34.40	2,029.74
01-050-0000-330-000				707.85
05/08/2015	2014_15 NEGOTIATIONS		12.20	720.05
		707.85	12.20	720.05
01-050-0000-330-001				165.55
05/08/2015	2014_15 NEGOTIATIONS		2.85	168.40
		165.55	2.85	168.40
01-050-0000-340-002				1,732.49
05/08/2015	2014_15 NEGOTIATIONS		38.88	1,771.37
		1,732.49	38.88	1,771.37
01-050-0000-360-000				347.07
05/08/2015	2014_15 NEGOTIATIONS		5.99	353.06
		347.07	5.99	353.06
01-050-0000-390-000				91.90
05/08/2015	2014_15 NEGOTIATIONS		1.62	93.52
		91.90	1.62	93.52
01-060-0000-100-000				45,147.00
05/08/2015	2014_15 NEGOTIATIONS		794.25	45,941.25
		45,147.00	794.25	45,941.25
01-060-0000-320-000				7,890.34
05/08/2015	2014_15 NEGOTIATIONS		138.81	8,029.15
		7,890.34	138.81	8,029.15
01-060-0000-330-000				2,799.11
05/08/2015	2014_15 NEGOTIATIONS		49.25	2,848.36

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		2,799.11	49.25	2,848.36
01-060-0000-330-001	Medicare			654.63
05/08/2015	2014_15 NEGOTIATIONS		11.52	666.15
		654.63	11.52	666.15
01-060-0000-340-002	Health Insurance			8,482.43
05/08/2015	2014_15 NEGOTIATIONS		194.40	8,676.83
		8,482.43	194.40	8,676.83
01-060-0000-360-000	Worker's Comp			1,372.47
05/08/2015	2014_15 NEGOTIATIONS		24.14	1,396.61
		1,372.47	24.14	1,396.61
01-060-0000-390-000	Life Insurance			379.27
05/08/2015	2014_15 NEGOTIATIONS		6.78	386.05
		379.27	6.78	386.05
01-080-0000-100-000	Wages			16,801.76
05/08/2015	2014_15 NEGOTIATIONS		243.57	17,045.33
		16,801.76	243.57	17,045.33
01-080-0000-320-000	ER PERS			2,936.44
05/08/2015	2014_15 NEGOTIATIONS		42.57	2,979.01
		2,936.44	42.57	2,979.01
01-080-0000-330-000	FICA			1,041.71
05/08/2015	2014_15 NEGOTIATIONS		15.10	1,056.81
		1,041.71	15.10	1,056.81
01-080-0000-330-001	Medicare			243.63
05/08/2015	2014_15 NEGOTIATIONS		3.53	247.16
		243.63	3.53	247.16
01-080-0000-340-001	Health Insurance Opt Out			360.00
05/08/2015	2014_15 NEGOTIATIONS		7.56	367.56
		360.00	7.56	367.56
01-080-0000-340-002	Health Insurance			3,392.97
05/08/2015	2014_15 NEGOTIATIONS		77.76	3,470.73
		3,392.97	77.76	3,470.73
01-080-0000-360-000	Worker's Comp			1,955.64
05/08/2015	2014_15 NEGOTIATIONS		28.46	1,984.10

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		1,955.64	28.46	1,984.10
01-080-0000-390-000				95.74
05/08/2015	2014_15 NEGOTIATIONS		1.41	97.15
		95.74	1.41	97.15
01-090-0000-100-000				6,528.27
05/08/2015	2014_15 NEGOTIATIONS		88.13	6,616.40
		6,528.27	88.13	6,616.40
01-090-0000-320-000				1,140.94
05/08/2015	2014_15 NEGOTIATIONS		15.41	1,156.35
		1,140.94	15.41	1,156.35
01-090-0000-330-000				404.75
05/08/2015	2014_15 NEGOTIATIONS		5.46	410.21
		404.75	5.46	410.21
01-090-0000-330-001				94.66
05/08/2015	2014_15 NEGOTIATIONS		1.28	95.94
		94.66	1.28	95.94
01-090-0000-340-001				300.00
05/08/2015	2014_15 NEGOTIATIONS		6.48	306.48
		300.00	6.48	306.48
01-090-0000-340-002				887.84
05/08/2015	2014_15 NEGOTIATIONS		19.44	907.28
		887.84	19.44	907.28
01-090-0000-360-000				479.29
05/08/2015	2014_15 NEGOTIATIONS		6.47	485.76
		479.29	6.47	485.76
01-090-0000-390-000				31.85
05/08/2015	2014_15 NEGOTIATIONS		0.41	32.26
		31.85	0.41	32.26
01-210-0000-100-000				898.80
05/08/2015	2014_15 NEGOTIATIONS		12.13	910.93
		898.80	12.13	910.93
01-210-0000-320-000				157.08

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
05/08/2015	2014_15 NEGOTIATIONS		2.12	159.20
		157.08	2.12	159.20
01-210-0000-330-000	FICA			5,826.38
05/08/2015	2014_15 NEGOTIATIONS		0.75	5,827.13
		5,826.38	0.75	5,827.13
01-210-0000-330-001	Medicare			1,362.62
05/08/2015	2014_15 NEGOTIATIONS		0.18	1,362.80
		1,362.62	0.18	1,362.80
01-210-0000-340-002	Health Insurance			226.20
05/08/2015	2014_15 NEGOTIATIONS		5.18	231.38
		226.20	5.18	231.38
01-210-0000-360-000	Worker's Comp			18,833.95
05/08/2015	2014_15 NEGOTIATIONS		1.50	18,835.45
		18,833.95	1.50	18,835.45
01-210-0000-390-000	Life Insurance			4.35
05/08/2015	2014_15 NEGOTIATIONS		0.06	4.41
		4.35	0.06	4.41
01-220-0000-100-000	Wages			31,950.00
05/08/2015	2014_15 NEGOTIATIONS		280.99	32,230.99
		31,950.00	280.99	32,230.99
01-220-0000-320-000	ER PERS			4,897.75
05/08/2015	2014_15 NEGOTIATIONS		49.11	4,946.86
		4,897.75	49.11	4,946.86
01-220-0000-330-000	FICA			3,718.38
05/08/2015	2014_15 NEGOTIATIONS		17.43	3,735.81
		3,718.38	17.43	3,735.81
01-220-0000-330-001	Medicare			869.62
05/08/2015	2014_15 NEGOTIATIONS		4.08	873.70
		869.62	4.08	873.70
01-220-0000-340-002	Health Insurance			5,654.95
05/08/2015	2014_15 NEGOTIATIONS		129.60	5,784.55
		5,654.95	129.60	5,784.55

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
01-220-0000-360-000				3,924.37
05/08/2015	2014_15 NEGOTIATIONS		8.54	3,932.91
		3,924.37	8.54	3,932.91
01-220-0000-390-000				101.01
05/08/2015	2014_15 NEGOTIATIONS		1.31	102.32
		101.01	1.31	102.32
01-230-0000-100-000				33,448.52
05/08/2015	2014_15 NEGOTIATIONS		612.23	34,060.75
		33,448.52	612.23	34,060.75
01-230-0000-320-000				2,505.35
05/08/2015	2014_15 NEGOTIATIONS		43.86	2,549.21
		2,505.35	43.86	2,549.21
01-230-0000-330-000				2,580.66
05/08/2015	2014_15 NEGOTIATIONS		15.36	2,596.02
		2,580.66	15.36	2,596.02
01-230-0000-330-001				603.54
05/08/2015	2014_15 NEGOTIATIONS		3.59	607.13
		603.54	3.59	607.13
01-230-0000-340-001				5,400.00
05/08/2015	2014_15 NEGOTIATIONS		116.64	5,516.64
		5,400.00	116.64	5,516.64
01-230-0000-340-002				601.50
05/08/2015	2014_15 NEGOTIATIONS		12.96	614.46
		601.50	12.96	614.46
01-230-0000-360-000				4,393.06
05/08/2015	2014_15 NEGOTIATIONS		70.85	4,463.91
		4,393.06	70.85	4,463.91
01-230-0000-390-000				163.74
05/08/2015	2014_15 NEGOTIATIONS		2.87	166.61
		163.74	2.87	166.61
01-300-0000-100-000				45,429.02
05/08/2015	2014_15 NEGOTIATIONS		613.96	46,042.98
		45,429.02	613.96	46,042.98

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
01-300-0000-320-000		ER PERS		7,939.63
05/08/2015	2014_15 NEGOTIATIONS		107.30	8,046.93
			7,939.63	8,046.93
01-300-0000-330-000		FICA		2,816.60
05/08/2015	2014_15 NEGOTIATIONS		38.06	2,854.66
			2,816.60	2,854.66
01-300-0000-330-001		Medicare		658.72
05/08/2015	2014_15 NEGOTIATIONS		8.90	667.62
			658.72	667.62
01-300-0000-340-001		Health Insurance Opt Out		1,200.00
05/08/2015	2014_15 NEGOTIATIONS		25.92	1,225.92
			1,200.00	1,225.92
01-300-0000-340-002		Health Insurance		3,569.82
05/08/2015	2014_15 NEGOTIATIONS		86.83	3,656.65
			3,569.82	3,656.65
01-300-0000-360-000		Worker's Comp		3,270.30
05/08/2015	2014_15 NEGOTIATIONS		35.38	3,305.68
			3,270.30	3,305.68
01-300-0000-390-000		Life Insurance		293.00
05/08/2015	2014_15 NEGOTIATIONS		5.28	298.28
			293.00	298.28
01-350-0000-100-000		Wages		81,116.75
05/08/2015	2014_15 NEGOTIATIONS		1,385.94	82,502.69
			81,116.75	82,502.69
01-350-0000-320-000		ER PERS		14,176.77
05/08/2015	2014_15 NEGOTIATIONS		242.22	14,418.99
			14,176.77	14,418.99
01-350-0000-330-000		FICA		5,122.24
05/08/2015	2014_15 NEGOTIATIONS		85.93	5,208.17
			5,122.24	5,208.17
01-350-0000-330-001		Medicare		1,197.94
05/08/2015	2014_15 NEGOTIATIONS		20.10	1,218.04

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		1,197.94	20.10	1,218.04
01-350-0000-340-001	Health Insurance Opt Out			900.00
05/08/2015	2014_15 NEGOTIATIONS		19.44	919.44
		900.00	19.44	919.44
01-350-0000-340-002	Health Insurance			20,163.42
05/08/2015	2014_15 NEGOTIATIONS		497.66	20,661.08
		20,163.42	497.66	20,661.08
01-350-0000-360-000	Worker's Comp			8,182.21
05/08/2015	2014_15 NEGOTIATIONS		143.83	8,326.04
		8,182.21	143.83	8,326.04
01-350-0000-390-000	Life Insurance			644.46
05/08/2015	2014_15 NEGOTIATIONS		11.25	655.71
		644.46	11.25	655.71
01-400-0000-100-000	Wages			52,236.05
05/08/2015	2014_15 NEGOTIATIONS		755.42	52,991.47
		52,236.05	755.42	52,991.47
01-400-0000-320-000	ER PERS			9,129.29
05/08/2015	2014_15 NEGOTIATIONS		132.02	9,261.31
		9,129.29	132.02	9,261.31
01-400-0000-330-000	FICA			4,943.64
05/08/2015	2014_15 NEGOTIATIONS		46.83	4,990.47
		4,943.64	46.83	4,990.47
01-400-0000-330-001	Medicare			1,156.17
05/08/2015	2014_15 NEGOTIATIONS		10.96	1,167.13
		1,156.17	10.96	1,167.13
01-400-0000-340-001	Health Insurance Opt Out			4,380.00
05/08/2015	2014_15 NEGOTIATIONS		94.61	4,474.61
		4,380.00	94.61	4,474.61
01-400-0000-340-002	Health Insurance			6,105.55
05/08/2015	2014_15 NEGOTIATIONS		142.56	6,248.11
		6,105.55	142.56	6,248.11
01-400-0000-360-000	Worker's Comp			9,734.77
05/08/2015	2014_15 NEGOTIATIONS		91.84	9,826.61

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		9,734.77	91.84	9,826.61
01-400-0000-390-000				297.18
05/08/2015	2014_15 NEGOTIATIONS		4.36	301.54
		297.18	4.36	301.54
01-420-0000-100-000				832.56
05/08/2015	2014_15 NEGOTIATIONS		11.24	843.80
		832.56	11.24	843.80
01-420-0000-320-000				145.51
05/08/2015	2014_15 NEGOTIATIONS		1.96	147.47
		145.51	1.96	147.47
01-420-0000-330-000				51.62
05/08/2015	2014_15 NEGOTIATIONS		0.70	52.32
		51.62	0.70	52.32
01-420-0000-330-001				12.07
05/08/2015	2014_15 NEGOTIATIONS		0.16	12.23
		12.07	0.16	12.23
01-420-0000-340-002				226.20
05/08/2015	2014_15 NEGOTIATIONS		5.18	231.38
		226.20	5.18	231.38
01-420-0000-360-000				102.65
05/08/2015	2014_15 NEGOTIATIONS		1.39	104.04
		102.65	1.39	104.04
01-420-0000-390-000				4.04
05/08/2015	2014_15 NEGOTIATIONS		0.05	4.09
		4.04	0.05	4.09
01-470-0000-100-000				4,458.30
05/08/2015	2014_15 NEGOTIATIONS		69.43	4,527.73
		4,458.30	69.43	4,527.73
01-470-0000-320-000				779.18
05/08/2015	2014_15 NEGOTIATIONS		12.13	791.31
		779.18	12.13	791.31
01-470-0000-330-000				524.41

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
05/08/2015	2014_15 NEGOTIATIONS		4.31	528.72
		524.41	4.31	528.72
01-470-0000-330-001				122.65
05/08/2015	2014_15 NEGOTIATIONS		1.00	123.65
		122.65	1.00	123.65
01-470-0000-340-002				885.52
05/08/2015	2014_15 NEGOTIATIONS		20.09	905.61
		885.52	20.09	905.61
01-470-0000-360-000				603.33
05/08/2015	2014_15 NEGOTIATIONS		4.36	607.69
		603.33	4.36	607.69
01-470-0000-390-000				29.64
05/08/2015	2014_15 NEGOTIATIONS		0.48	30.12
		29.64	0.48	30.12
01-480-0000-100-000				5,260.17
05/08/2015	2014_15 NEGOTIATIONS		80.25	5,340.42
		5,260.17	80.25	5,340.42
01-480-0000-320-000				919.32
05/08/2015	2014_15 NEGOTIATIONS		14.02	933.34
		919.32	14.02	933.34
01-480-0000-330-000				636.13
05/08/2015	2014_15 NEGOTIATIONS		4.97	641.10
		636.13	4.97	641.10
01-480-0000-330-001				148.77
05/08/2015	2014_15 NEGOTIATIONS		1.17	149.94
		148.77	1.17	149.94
01-480-0000-340-001				60.00
05/08/2015	2014_15 NEGOTIATIONS		1.30	61.30
		60.00	1.30	61.30
01-480-0000-340-002				998.62
05/08/2015	2014_15 NEGOTIATIONS		22.68	1,021.30
		998.62	22.68	1,021.30

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
01-480-0000-360-000		Worker's Comp		777.40
05/08/2015	2014_15 NEGOTIATIONS		5.70	783.10
			777.40	783.10
01-480-0000-390-000		Life Insurance		33.54
05/08/2015	2014_15 NEGOTIATIONS		0.53	34.07
			33.54	34.07
20-300-0000-100-000		Wages		31,327.72
05/08/2015	2014_15 NEGOTIATIONS		578.85	31,906.57
			31,327.72	31,906.57
20-300-0000-320-000		ER PERS		5,475.15
05/08/2015	2014_15 NEGOTIATIONS		101.16	5,576.31
			5,475.15	5,576.31
20-300-0000-330-000		FICA		1,942.32
05/08/2015	2014_15 NEGOTIATIONS		35.89	1,978.21
			1,942.32	1,978.21
20-300-0000-330-001		Medicare		454.25
05/08/2015	2014_15 NEGOTIATIONS		8.40	462.65
			454.25	462.65
20-300-0000-340-001		Health Insurance Opt Out		1,200.00
05/08/2015	2014_15 NEGOTIATIONS		25.92	1,225.92
			1,200.00	1,225.92
20-300-0000-340-002		Health Insurance		2,230.63
05/08/2015	2014_15 NEGOTIATIONS		50.54	2,281.17
			2,230.63	2,281.17
20-300-0000-360-000		Worker's Comp		1,836.91
05/08/2015	2014_15 NEGOTIATIONS		34.32	1,871.23
			1,836.91	1,871.23
20-300-0000-390-000		Life Insurance		284.84
05/08/2015	2014_15 NEGOTIATIONS		5.27	290.11
			284.84	290.11
20-310-0000-100-000		Wages		33,741.09
05/08/2015	2014_15 NEGOTIATIONS		464.66	34,205.75
			33,741.09	34,205.75

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
20-310-0000-320-000		ER PERS		5,896.93
05/08/2015	2014_15 NEGOTIATIONS		81.21	5,978.14
			5,896.93	5,978.14
20-310-0000-330-000		FICA		2,767.75
05/08/2015	2014_15 NEGOTIATIONS		28.81	2,796.56
			2,767.75	2,796.56
20-310-0000-330-001		Medicare		647.30
05/08/2015	2014_15 NEGOTIATIONS		6.73	654.03
			647.30	654.03
20-310-0000-340-001		Health Insurance Opt Out		1,920.00
05/08/2015	2014_15 NEGOTIATIONS		41.47	1,961.47
			1,920.00	1,961.47
20-310-0000-340-002		Health Insurance		4,326.56
05/08/2015	2014_15 NEGOTIATIONS		103.68	4,430.24
			4,326.56	4,430.24
20-310-0000-360-000		Worker's Comp		5,407.57
05/08/2015	2014_15 NEGOTIATIONS		55.99	5,463.56
			5,407.57	5,463.56
20-310-0000-390-000		Life Insurance		183.93
05/08/2015	2014_15 NEGOTIATIONS		2.72	186.65
			183.93	186.65
20-311-0000-100-000		Wages		24,886.02
05/08/2015	2014_15 NEGOTIATIONS		344.33	25,230.35
			24,886.02	25,230.35
20-311-0000-320-000		ER PERS		4,349.33
05/08/2015	2014_15 NEGOTIATIONS		60.18	4,409.51
			4,349.33	4,409.51
20-311-0000-330-000		FICA		1,542.93
05/08/2015	2014_15 NEGOTIATIONS		21.35	1,564.28
			1,542.93	1,564.28
20-311-0000-330-001		Medicare		360.85
05/08/2015	2014_15 NEGOTIATIONS		4.99	365.84

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		360.85	4.99	365.84
20-311-0000-340-001	Health Insurance Opt Out			2,370.00
05/08/2015	2014_15 NEGOTIATIONS		51.19	2,421.19
		2,370.00	51.19	2,421.19
20-311-0000-340-002	Health Insurance			1,696.49
05/08/2015	2014_15 NEGOTIATIONS		38.88	1,735.37
		1,696.49	38.88	1,735.37
20-311-0000-360-000	Worker's Comp			3,029.77
05/08/2015	2014_15 NEGOTIATIONS		41.94	3,071.71
		3,029.77	41.94	3,071.71
20-311-0000-390-000	Life Insurance			127.65
05/08/2015	2014_15 NEGOTIATIONS		1.74	129.39
		127.65	1.74	129.39
20-312-0000-100-000	Wages			23,106.56
05/08/2015	2014_15 NEGOTIATIONS		337.05	23,443.61
		23,106.56	337.05	23,443.61
20-312-0000-320-000	ER PERS			4,038.33
05/08/2015	2014_15 NEGOTIATIONS		58.91	4,097.24
		4,038.33	58.91	4,097.24
20-312-0000-330-000	FICA			1,432.61
05/08/2015	2014_15 NEGOTIATIONS		20.90	1,453.51
		1,432.61	20.90	1,453.51
20-312-0000-330-001	Medicare			335.05
05/08/2015	2014_15 NEGOTIATIONS		4.89	339.94
		335.05	4.89	339.94
20-312-0000-340-001	Health Insurance Opt Out			870.00
05/08/2015	2014_15 NEGOTIATIONS		18.79	888.79
		870.00	18.79	888.79
20-312-0000-340-002	Health Insurance			3,884.97
05/08/2015	2014_15 NEGOTIATIONS		93.31	3,978.28
		3,884.97	93.31	3,978.28
20-312-0000-360-000	Worker's Comp			2,810.37
05/08/2015	2014_15 NEGOTIATIONS		41.03	2,851.40

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		2,810.37	41.03	2,851.40
20-312-0000-390-000				133.90
05/08/2015	2014_15 NEGOTIATIONS		1.99	135.89
		133.90	1.99	135.89
20-313-0000-100-000				5,262.75
05/08/2015	2014_15 NEGOTIATIONS		71.05	5,333.80
		5,262.75	71.05	5,333.80
20-313-0000-320-000				919.77
05/08/2015	2014_15 NEGOTIATIONS		12.41	932.18
		919.77	12.41	932.18
20-313-0000-330-000				326.29
05/08/2015	2014_15 NEGOTIATIONS		4.41	330.70
		326.29	4.41	330.70
20-313-0000-330-001				76.31
05/08/2015	2014_15 NEGOTIATIONS		1.03	77.34
		76.31	1.03	77.34
20-313-0000-340-001				660.00
05/08/2015	2014_15 NEGOTIATIONS		14.26	674.26
		660.00	14.26	674.26
20-313-0000-340-002				113.10
05/08/2015	2014_15 NEGOTIATIONS		2.59	115.69
		113.10	2.59	115.69
20-313-0000-360-000				648.90
05/08/2015	2014_15 NEGOTIATIONS		8.76	657.66
		648.90	8.76	657.66
20-313-0000-390-000				25.49
05/08/2015	2014_15 NEGOTIATIONS		0.33	25.82
		25.49	0.33	25.82
20-390-0000-100-000				33,620.34
05/08/2015	2014_15 NEGOTIATIONS		438.70	34,059.04
		33,620.34	438.70	34,059.04
20-390-0000-320-000				5,875.83

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
05/08/2015	2014_15 NEGOTIATIONS		76.67	5,952.50
		5,875.83	76.67	5,952.50
20-390-0000-330-000	FICA			2,115.46
05/08/2015	2014_15 NEGOTIATIONS		27.20	2,142.66
		2,115.46	27.20	2,142.66
20-390-0000-330-001	Medicare			494.74
05/08/2015	2014_15 NEGOTIATIONS		6.36	501.10
		494.74	6.36	501.10
20-390-0000-340-001	Health Insurance Opt Out			1,740.00
05/08/2015	2014_15 NEGOTIATIONS		37.58	1,777.58
		1,740.00	37.58	1,777.58
20-390-0000-340-002	Health Insurance			4,631.66
05/08/2015	2014_15 NEGOTIATIONS		114.05	4,745.71
		4,631.66	114.05	4,745.71
20-390-0000-360-000	Worker's Comp			4,110.36
05/08/2015	2014_15 NEGOTIATIONS		52.79	4,163.15
		4,110.36	52.79	4,163.15
20-390-0000-390-000	Life Insurance			174.64
05/08/2015	2014_15 NEGOTIATIONS		2.60	177.24
		174.64	2.60	177.24
24-320-0000-100-000	Wages			24,322.86
05/08/2015	2014_15 NEGOTIATIONS		361.85	24,684.71
		24,322.86	361.85	24,684.71
24-320-0000-320-000	ER PERS			4,250.91
05/08/2015	2014_15 NEGOTIATIONS		63.24	4,314.15
		4,250.91	63.24	4,314.15
24-320-0000-330-000	FICA			1,650.62
05/08/2015	2014_15 NEGOTIATIONS		22.43	1,673.05
		1,650.62	22.43	1,673.05
24-320-0000-330-001	Medicare			386.03
05/08/2015	2014_15 NEGOTIATIONS		5.25	391.28
		386.03	5.25	391.28

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
24-320-0000-340-001	Health Insurance Opt Out			1,140.00
05/08/2015	2014_15 NEGOTIATIONS		24.62	1,164.62
		1,140.00	24.62	1,164.62
24-320-0000-340-002	Health Insurance			2,652.73
05/08/2015	2014_15 NEGOTIATIONS		58.32	2,711.05
		2,652.73	58.32	2,711.05
24-320-0000-360-000	Worker's Comp			3,185.92
05/08/2015	2014_15 NEGOTIATIONS		43.31	3,229.23
		3,185.92	43.31	3,229.23
24-320-0000-390-000	Life Insurance			146.92
05/08/2015	2014_15 NEGOTIATIONS		2.24	149.16
		146.92	2.24	149.16
30-030-0000-100-000	Wages			3,928.80
05/08/2015	2014_15 NEGOTIATIONS		53.04	3,981.84
		3,928.80	53.04	3,981.84
30-030-0000-320-000	ER PERS			686.64
05/08/2015	2014_15 NEGOTIATIONS		9.27	695.91
		686.64	9.27	695.91
30-030-0000-330-000	FICA			243.59
05/08/2015	2014_15 NEGOTIATIONS		3.29	246.88
		243.59	3.29	246.88
30-030-0000-330-001	Medicare			56.97
05/08/2015	2014_15 NEGOTIATIONS		0.77	57.74
		56.97	0.77	57.74
30-030-0000-340-002	Health Insurance			1,019.69
05/08/2015	2014_15 NEGOTIATIONS		25.92	1,045.61
		1,019.69	25.92	1,045.61
30-030-0000-360-000	Worker's Comp			119.44
05/08/2015	2014_15 NEGOTIATIONS		1.61	121.05
		119.44	1.61	121.05
30-030-0000-390-000	Life Insurance			19.11
05/08/2015	2014_15 NEGOTIATIONS		0.25	19.36
		19.11	0.25	19.36

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
30-210-0000-450-000	Fire Equipment			0.00
04/27/2015	Hoses and equipment (previously appr		35,000.00	35,000.00
		0.00	35,000.00	35,000.00
30-210-0000-650-000	Equipment Replacement			0.00
04/27/2015	Payment of Sales Tax (previously appr		44,178.00	44,178.00
		0.00	44,178.00	44,178.00
30-210-0000-740-000	4.5% 10YR Lease Sovereign-Prin			114,202.70
04/27/2015	US Bank Debt Servicing	To 30-210-0000-740-001	-114,202.70	0.00
		114,202.70	-114,202.70	0.00
30-210-0000-740-001	US Bank Lease - Principal			0.00
04/27/2015	US Bank Debt Servicing	From 30-210-0000-740-000	114,202.70	114,202.70
		0.00	114,202.70	114,202.70
30-210-0000-745-000	4.5% 10 Yr Lease Sov-Inter			9,313.35
04/27/2015	US Bank Debt Servicing	To 30-210-0000-745-001	-9,313.35	0.00
		9,313.35	-9,313.35	0.00
30-210-0000-745-001	US Bank Lease - Interest			0.00
04/27/2015	US Bank Debt Servicing	From 30-210-0000-745-000	9,313.35	9,313.35
		0.00	9,313.35	9,313.35
31-030-0000-100-000	Wages			3,928.80
05/08/2015	2014_15 NEGOTIATIONS		53.04	3,981.84
		3,928.80	53.04	3,981.84
31-030-0000-320-000	ER PERS			686.64
05/08/2015	2014_15 NEGOTIATIONS		9.27	695.91
		686.64	9.27	695.91
31-030-0000-330-000	FICA			243.59
05/08/2015	2014_15 NEGOTIATIONS		3.29	246.88
		243.59	3.29	246.88
31-030-0000-330-001	Medicare			56.97
05/08/2015	2014_15 NEGOTIATIONS		0.77	57.74
		56.97	0.77	57.74
31-030-0000-340-002	Health Insurance			1,019.69
05/08/2015	2014_15 NEGOTIATIONS		25.92	1,045.61

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		1,019.69	25.92	1,045.61
31-030-0000-360-000				119.44
05/08/2015	2014_15 NEGOTIATIONS		1.61	121.05
		119.44	1.61	121.05
31-030-0000-390-000				19.11
05/08/2015	2014_15 NEGOTIATIONS		0.25	19.36
		19.11	0.25	19.36
60-300-0000-100-000				89,185.19
05/08/2015	2014_15 NEGOTIATIONS		567.06	89,752.25
		89,185.19	567.06	89,752.25
60-300-0000-320-000				15,586.90
05/08/2015	2014_15 NEGOTIATIONS		99.10	15,686.00
		15,586.90	99.10	15,686.00
60-300-0000-330-000				5,529.48
05/08/2015	2014_15 NEGOTIATIONS		35.16	5,564.64
		5,529.48	35.16	5,564.64
60-300-0000-330-001				1,293.19
05/08/2015	2014_15 NEGOTIATIONS		8.22	1,301.41
		1,293.19	8.22	1,301.41
60-300-0000-340-002				6,104.80
05/08/2015	2014_15 NEGOTIATIONS		138.67	6,243.47
		6,104.80	138.67	6,243.47
60-300-0000-360-000				8,069.67
05/08/2015	2014_15 NEGOTIATIONS		17.24	8,086.91
		8,069.67	17.24	8,086.91
60-300-0000-390-000				274.68
05/08/2015	2014_15 NEGOTIATIONS		4.97	279.65
		274.68	4.97	279.65
65-600-0000-526-000				0.00
05/11/2015			12,000.00	12,000.00
		0.00	12,000.00	12,000.00
65-630-0000-107-000				0.00
05/11/2015			3,000.00	3,000.00

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		0.00	3,000.00	3,000.00
70-030-0000-100-000				46,494.60
05/08/2015	2014_15 NEGOTIATIONS		695.26	47,189.86
		46,494.60	695.26	47,189.86
70-030-0000-320-000				8,125.86
05/08/2015	2014_15 NEGOTIATIONS		121.51	8,247.37
		8,125.86	121.51	8,247.37
70-030-0000-330-000				2,882.67
05/08/2015	2014_15 NEGOTIATIONS		43.10	2,925.77
		2,882.67	43.10	2,925.77
70-030-0000-330-001				674.17
05/08/2015	2014_15 NEGOTIATIONS		10.08	684.25
		674.17	10.08	684.25
70-030-0000-340-002				11,667.95
05/08/2015	2014_15 NEGOTIATIONS		291.60	11,959.55
		11,667.95	291.60	11,959.55
70-030-0000-360-000				1,413.44
05/08/2015	2014_15 NEGOTIATIONS		21.14	1,434.58
		1,413.44	21.14	1,434.58
70-030-0000-390-000				283.72
05/08/2015	2014_15 NEGOTIATIONS		4.36	288.08
		283.72	4.36	288.08
70-300-0000-100-000				28,715.56
05/08/2015	2014_15 NEGOTIATIONS		533.26	29,248.82
		28,715.56	533.26	29,248.82
70-300-0000-320-000				5,018.62
05/08/2015	2014_15 NEGOTIATIONS		93.20	5,111.82
		5,018.62	93.20	5,111.82
70-300-0000-330-000				1,780.36
05/08/2015	2014_15 NEGOTIATIONS		33.06	1,813.42
		1,780.36	33.06	1,813.42
70-300-0000-330-001				416.38

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
05/08/2015	2014_15 NEGOTIATIONS		7.73	424.11
		416.38	7.73	424.11
70-300-0000-340-001				1,500.00
05/08/2015	2014_15 NEGOTIATIONS		32.40	1,532.40
		1,500.00	32.40	1,532.40
70-300-0000-340-002				753.14
05/08/2015	2014_15 NEGOTIATIONS		16.85	769.99
		753.14	16.85	769.99
70-300-0000-360-000				1,978.64
05/08/2015	2014_15 NEGOTIATIONS		37.11	2,015.75
		1,978.64	37.11	2,015.75
70-300-0000-390-000				263.02
05/08/2015	2014_15 NEGOTIATIONS		4.88	267.90
		263.02	4.88	267.90
70-500-0000-100-000				101,778.45
05/08/2015	2014_15 NEGOTIATIONS		1,181.65	102,960.10
		101,778.45	1,181.65	102,960.10
70-500-0000-320-000				14,430.49
05/08/2015	2014_15 NEGOTIATIONS		206.52	14,637.01
		14,430.49	206.52	14,637.01
70-500-0000-330-000				7,953.26
05/08/2015	2014_15 NEGOTIATIONS		73.26	8,026.52
		7,953.26	73.26	8,026.52
70-500-0000-330-001				1,860.04
05/08/2015	2014_15 NEGOTIATIONS		17.13	1,877.17
		1,860.04	17.13	1,877.17
70-500-0000-340-001				4,740.00
05/08/2015	2014_15 NEGOTIATIONS		102.38	4,842.38
		4,740.00	102.38	4,842.38
70-500-0000-340-002				12,753.49
05/08/2015	2014_15 NEGOTIATIONS		305.86	13,059.35
		12,753.49	305.86	13,059.35

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
70-500-0000-360-000		Worker's Comp		14,946.60
05/08/2015	2014_15 NEGOTIATIONS		133.95	15,080.55
			14,946.60	15,080.55
70-500-0000-390-000		Life Insurance		459.40
05/08/2015	2014_15 NEGOTIATIONS		6.63	466.03
			459.40	466.03
70-510-0000-100-000		Wages		177,229.50
05/08/2015	2014_15 NEGOTIATIONS		2,747.62	179,977.12
			177,229.50	179,977.12
70-510-0000-100-006		Standby		9,500.00
05/08/2015	2014_15 NEGOTIATIONS		1,404.00	10,904.00
			9,500.00	10,904.00
70-510-0000-320-000		ER PERS		30,974.40
05/08/2015	2014_15 NEGOTIATIONS		480.20	31,454.60
			30,974.40	31,454.60
70-510-0000-330-000		FICA		13,158.23
05/08/2015	2014_15 NEGOTIATIONS		257.40	13,415.63
			13,158.23	13,415.63
70-510-0000-330-001		Medicare		3,077.33
05/08/2015	2014_15 NEGOTIATIONS		60.20	3,137.53
			3,077.33	3,137.53
70-510-0000-340-001		Health Insurance Opt Out		11,700.00
05/08/2015	2014_15 NEGOTIATIONS		252.72	11,952.72
			11,700.00	11,952.72
70-510-0000-340-002		Health Insurance		13,854.63
05/08/2015	2014_15 NEGOTIATIONS		317.52	14,172.15
			13,854.63	14,172.15
70-510-0000-360-000		Worker's Comp		24,126.42
05/08/2015	2014_15 NEGOTIATIONS		327.03	24,453.45
			24,126.42	24,453.45
70-510-0000-390-000		Life Insurance		1,159.98
05/08/2015	2014_15 NEGOTIATIONS		18.67	1,178.65
			1,159.98	1,178.65

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
70-520-0000-100-000				3,460.20
05/08/2015	2014_15 NEGOTIATIONS		65.40	3,525.60
		3,460.20	65.40	3,525.60
70-520-0000-320-000				604.74
05/08/2015	2014_15 NEGOTIATIONS		11.43	616.17
		604.74	11.43	616.17
70-520-0000-330-000				834.53
05/08/2015	2014_15 NEGOTIATIONS		4.06	838.59
		834.53	4.06	838.59
70-520-0000-330-001				195.17
05/08/2015	2014_15 NEGOTIATIONS		0.95	196.12
		195.17	0.95	196.12
70-520-0000-340-001				300.00
05/08/2015	2014_15 NEGOTIATIONS		6.48	306.48
		300.00	6.48	306.48
70-520-0000-360-000				1,659.64
05/08/2015	2014_15 NEGOTIATIONS		8.07	1,667.71
		1,659.64	8.07	1,667.71
70-520-0000-390-000				32.75
05/08/2015	2014_15 NEGOTIATIONS		0.61	33.36
		32.75	0.61	33.36
80-030-0000-100-000				44,413.20
05/08/2015	2014_15 NEGOTIATIONS		667.16	45,080.36
		44,413.20	667.16	45,080.36
80-030-0000-320-000				7,762.09
05/08/2015	2014_15 NEGOTIATIONS		116.60	7,878.69
		7,762.09	116.60	7,878.69
80-030-0000-330-000				2,753.62
05/08/2015	2014_15 NEGOTIATIONS		41.36	2,794.98
		2,753.62	41.36	2,794.98
80-030-0000-330-001				643.99
05/08/2015	2014_15 NEGOTIATIONS		9.68	653.67

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		643.99	9.68	653.67
80-030-0000-340-002	Health Insurance			11,102.45
05/08/2015	2014_15 NEGOTIATIONS		278.64	11,381.09
		11,102.45	278.64	11,381.09
80-030-0000-360-000	Worker's Comp			1,350.16
05/08/2015	2014_15 NEGOTIATIONS		20.28	1,370.44
		1,350.16	20.28	1,370.44
80-030-0000-390-000	Life Insurance			273.62
05/08/2015	2014_15 NEGOTIATIONS		4.23	277.85
		273.62	4.23	277.85
80-300-0000-100-000	Wages			49,882.60
05/08/2015	2014_15 NEGOTIATIONS		762.98	50,645.58
		49,882.60	762.98	50,645.58
80-300-0000-320-000	ER PERS			8,717.98
05/08/2015	2014_15 NEGOTIATIONS		133.35	8,851.33
		8,717.98	133.35	8,851.33
80-300-0000-330-000	FICA			3,092.72
05/08/2015	2014_15 NEGOTIATIONS		47.30	3,140.02
		3,092.72	47.30	3,140.02
80-300-0000-330-001	Medicare			723.30
05/08/2015	2014_15 NEGOTIATIONS		11.06	734.36
		723.30	11.06	734.36
80-300-0000-340-001	Health Ins Opt Out			2,100.00
05/08/2015	2014_15 NEGOTIATIONS		45.36	2,145.36
		2,100.00	45.36	2,145.36
80-300-0000-340-002	Health Insurance			1,205.54
05/08/2015	2014_15 NEGOTIATIONS		27.22	1,232.76
		1,205.54	27.22	1,232.76
80-300-0000-360-000	Worker's Comp			3,901.65
05/08/2015	2014_15 NEGOTIATIONS		52.45	3,954.10
		3,901.65	52.45	3,954.10
80-300-0000-390-000	Life Insurance			377.80
05/08/2015	2014_15 NEGOTIATIONS		7.03	384.83

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
		377.80	7.03	384.83
80-550-0000-100-000				84,464.21
05/08/2015	2014_15 NEGOTIATIONS		1,207.24	85,671.45
		84,464.21	1,207.24	85,671.45
80-550-0000-320-000				14,761.81
05/08/2015	2014_15 NEGOTIATIONS		210.99	14,972.80
		14,761.81	210.99	14,972.80
80-550-0000-330-000				5,453.78
05/08/2015	2014_15 NEGOTIATIONS		74.85	5,528.63
		5,453.78	74.85	5,528.63
80-550-0000-330-001				1,275.48
05/08/2015	2014_15 NEGOTIATIONS		17.51	1,292.99
		1,275.48	17.51	1,292.99
80-550-0000-340-001				4,560.00
05/08/2015	2014_15 NEGOTIATIONS		98.50	4,658.50
		4,560.00	98.50	4,658.50
80-550-0000-340-002				13,199.74
05/08/2015	2014_15 NEGOTIATIONS		314.93	13,514.67
		13,199.74	314.93	13,514.67
80-550-0000-360-000				10,072.54
05/08/2015	2014_15 NEGOTIATIONS		138.41	10,210.95
		10,072.54	138.41	10,210.95
80-550-0000-390-000				468.82
05/08/2015	2014_15 NEGOTIATIONS		6.74	475.56
		468.82	6.74	475.56
80-560-0000-100-000				169,039.90
05/08/2015	2014_15 NEGOTIATIONS		2,655.74	171,695.64
		169,039.90	2,655.74	171,695.64
80-560-0000-320-000				25,320.91
05/08/2015	2014_15 NEGOTIATIONS		407.14	25,728.05
		25,320.91	407.14	25,728.05
80-560-0000-330-000				10,976.47

Account Number	Account Description	Beginning Budget	Amount	Budget
Date	Transaction Description	Transfer Description		
05/08/2015	2014_15 NEGOTIATIONS		164.66	11,141.13
		10,976.47	164.66	11,141.13
80-560-0000-330-001				2,567.08
05/08/2015	2014_15 NEGOTIATIONS		38.51	2,605.59
		2,567.08	38.51	2,605.59
80-560-0000-340-002				39,486.85
05/08/2015	2014_15 NEGOTIATIONS		964.22	40,451.07
		39,486.85	964.22	40,451.07
80-560-0000-360-000				21,055.57
05/08/2015	2014_15 NEGOTIATIONS		317.01	21,372.58
		21,055.57	317.01	21,372.58
80-560-0000-390-000				1,138.17
05/08/2015	2014_15 NEGOTIATIONS		18.55	1,156.72
		1,138.17	18.55	1,156.72

CITY OF YREKA  
TREASURER'S REPORT TO THE CITY COUNCIL  
Mar-2015

Fund Type	Fund	Fund Description	Previous Balance	Receipts / Debits	Disbursements / Credits	Cash Balance by Fund	
General-Unrestricted	01	General Operating	\$ 2,545,294.03	\$ 257,308.40	\$ 432,271.94	\$ 2,370,330.49	
General-Designated	01	Comm Art	2,772.56	-	-	2,772.56	
General-Designated	01	Fire Museum	3,322.35	-	-	3,322.35	
General-Designated	01	Planning Deposits	-	-	-	0.00	
General-Designated	01	Sidewalk in Lieu	36,228.46	-	-	36,228.46	
General-Designated	01	Parkland Trust	300.00	-	-	300.00	
General-Designated	01	Police Asset Forfeit	6,436.82	-	-	6,436.82	
General-Designated	01	Parking Fees	63,011.04	-	-	63,011.04	
General-Designated	01	Campbell Tract Redemption	48,020.34	-	-	48,020.34	
General-Designated	01	Baker Tract/Lucas	-	-	-	0.00	
General-Designated	02	Gifts Donations	4,617.80	805.00	555.00	4,867.80	
General-Designated	02	K-9 Unit	11,550.17	-	-	11,550.17	
General-Designated	02	YPD Donated - Hitson	6,626.55	-	-	6,626.55	
General-Designated	02	YPD Donated - Travellers	2,786.88	-	55.00	2,731.88	
General-Designated	02	YPD Donated - Teen Fund	2,651.59	500.00	-	3,151.59	
General-Designated	02	Greenhorn Park Redevelopment	-	-	-	0.00	
General-Designated	03	YVFD Volunter Fund	56,441.87	7,695.84	-	64,137.71	
General-Restricted	04	Crandell Cash	632,865.35	1,744.98	8,060.95	626,549.38	
General-Restricted	04	Morgan Stanely SmithBarney-Crandall	-	-	-	0.00	
General-Designated	08	Grant Projects Reserve	823,498.16	7,397.50	14,795.00	816,100.66	
General-Designated	08	PERS Pension Liability Reserve	(253,534.78)	7,397.50	-	(246,137.28)	
General-Designated	09	Reserves for Cap. Outlay	524,741.13	19,712.00	-	544,453.13	
General-Designated	10	Capital Outlay	66,362.53	-	33,736.97	32,625.56	General - All
General-Designated	11	Capital Building Project - YPD	983,281.82	500.00	-	983,781.82	\$ 5,380,861.03
Spec. Rev. -Streets	20	Road and Street Funds including HUTA	152,547.11	18,905.24	24,608.31	146,844.04	
Spec. Rev. -Streets	21	Local Transportation	72,334.92	-	-	72,334.92	Streets
Spec. Rev. -Streets	24	Fines - Traffic Safety	128,172.80	3,940.12	2,420.97	129,691.95	\$ 348,870.91
Special Revenue	30	Fire Assessment Spec. Rev	88,000.14	23,410.29	21,150.44	90,259.99	
Special Revenue	31	Landfill Access Fee - Debt Service	(43,264.53)	21,449.00	546.93	(22,362.46)	Special Revenues
Special Revenue	32	Developer Impact Fees	504,125.54	32,348.15	-	536,473.69	\$ 604,371.22
Special Grants	60	Spec Grants Capital Outlay	(503,995.47)	1,544.18	151,706.69	(654,157.98)	Special Grants
Special Grants	65	Community Development Grants	293,958.25	1,758.18	1,820.39	293,896.04	\$ (360,261.94)
Water Enterprise	70	Water Operating	526,072.51	183,404.53	129,931.13	579,545.91	
Water Enterprise	71	Water Capital Projects	570,404.15	-	31,620.14	538,784.01	
Water Enterprise	72	Water Debt Servicing	109,753.75	-	-	109,753.75	
Water Enterprise	72	USDA COPS 2010	200,000.00	-	-	200,000.00	Water Enterprise
Water Enterprise	74	Water Reserves	5,912,529.34	37,461.13	-	5,949,990.47	\$ 7,378,074.14
Sewer Enterprise	80	Sewer Operating	68,827.20	225,059.57	142,913.65	150,973.12	
Sewer Enterprise	81	Sewer Capital Outlay	901,727.28	396,864.75	666,686.88	631,905.15	
Sewer Enterprise	82	Sewer Debt Servicing	107,177.17	-	-	107,177.17	
Sewer Enterprise	82	USDA COPS 2003	100,000.00	-	-	100,000.00	Enterprise-Sewer
Sewer Enterprise	84	Sewer Reserves	1,587,163.10	50,639.38	-	1,637,802.48	\$ 2,627,857.92
Agency	90	Agency - Cash	(40,367.31)	371,534.51	347,919.30	(16,752.10)	Agency- Payroll
							\$ (16,752.10)
<b>COLUMN TOTALS</b>			<b>\$ 16,302,440.62</b>	<b>\$ 1,671,380.25</b>	<b>\$ 2,010,799.69</b>	<b>\$ 15,963,021.18</b>	<b>\$ 15,963,021.18</b>
<b>BANK RECAPITULATION</b>			<b>PER BANK</b>	<b>Market Value</b>	<b>PER LEDGER</b>		
		L.A.I.F. 0.266%	15,084,894.55	15,084,894.55			
		Petty Cash Drawers	1,200.00				
		YVFD Petty Cash	100.00				
		TriCounties YVFD DDA	64,177.71				
		Scott Valley Bank - Primary DDA	1,124,904.81				
		<b>TOTAL PER BANK</b>	<b>16,275,277.07</b>		<b>15,963,021.18</b>		
<b>ADJUSTMENTS</b>							
		Less Outstanding Checks SVB	(313,818.41)				
		Less Outstanding Checks TCB	(140.00)				
		SVB DDA Interest 2/28 GL 3/3	(57.95)				
		BRMS ADJ GL JAN and FEB	1,042.14				
		CalPERS Health Adj SVB 2/20 G/L 3/3	1,090.24				
		W/O Diff Relating to BRMS Admin	0.10				
		W/O Small Diff	(0.01)				
		BRMS ACH Draft GL 3/20 SVB Pending	(372.00)				
		<b>TOTAL PER LEDGER</b>	<b>15,963,021.18</b>		<b>15,963,021.18</b>		



Rhett Hogan, City Treasurer

John Mercier, City Mayor

**2014-2015 Operating Budget of Revenue and Expenditures  
with Actual Results  
March 31, 2015**

Fund Analysis		REVENUE			EXPENSE			Excess of Rev over Exp.-Surplus/ (Deficit)		Based on Operating Budget			Current Cash Balance
Major Grp	Fund	Adopted	Operating Budget	Year to Date	Adopted	Operating Budget	Year to Date	Operating Budget	Net Actual Year to Date	Beginning Working Capital	Operating Budget Net Increase / (Decrease)	Ending Working Capital	
Investment in LAIF	00	-	-	-	-	-	-	-	-	-	-	-	-
General Operating	01	4,852,126.41	4,852,126.41	3,252,421.62	4,889,013.89	4,905,434.27	3,448,688.19	(53,307.86)	(196,266.57)	2,785,455.12	(53,307.86)	2,732,147.26	2,525,440.93
<b>General Operating Fund</b>		<b>4,852,126.41</b>	<b>4,852,126.41</b>	<b>3,252,421.62</b>	<b>4,889,013.89</b>	<b>4,905,434.27</b>	<b>3,448,688.19</b>	<b>(53,307.86)</b>	<b>(196,266.57)</b>	<b>2,785,455.12</b>	<b>(53,307.86)</b>	<b>2,732,147.26</b>	<b>2,525,440.93</b>
Gifts Donations	02	500.00	500.00	1,853.06	700.00	700.00	309.50	(200.00)	1,543.56	27,384.43	(200.00)	27,184.43	28,927.99
YVFD Volunter Fund	03	11,000.00	11,000.00	13,992.82	11,000.00	11,000.00	6,295.68	-	7,697.14	56,440.57	-	56,440.57	64,137.71
Trusts -Crandell-Stewart	04	8,000.00	8,000.00	6,618.46	87,000.00	87,000.00	75,408.22	(79,000.00)	(68,789.76)	685,196.82	(79,000.00)	606,196.82	626,549.38
General Fund Reserves	08	(213,031.41)	(213,031.41)	(216,750.53)	(149,942.77)	(149,942.77)	(73,558.37)	(63,088.64)	(143,192.16)	713,155.54	(63,088.64)	650,066.90	569,963.38
Reserves for Cap. Outlay	09	100,000.00	100,000.00	119,712.00	152,729.94	152,729.94	152,729.94	(52,729.94)	(33,017.94)	579,236.21	(52,729.94)	526,506.27	544,453.13
Capital Outlay	10	142,600.00	142,600.00	181,911.71	142,600.00	142,600.00	149,286.15	-	32,625.56	-	-	-	32,625.56
Construction Fund	11	2,000.00	2,000.00	7,000.00	950,000.00	950,000.00	13,048.48	(948,000.00)	(6,048.48)	990,330.30	(948,000.00)	42,330.30	983,781.82
<b>General Fund - Restricted or Designated</b>		<b>51,068.59</b>	<b>51,068.59</b>	<b>114,337.52</b>	<b>1,194,087.17</b>	<b>1,194,087.17</b>	<b>323,519.60</b>	<b>(1,143,018.58)</b>	<b>(209,182.08)</b>	<b>3,051,743.87</b>	<b>(1,143,018.58)</b>	<b>1,908,725.29</b>	<b>2,850,438.97</b>
<b>Total General Fund</b>		<b>4,903,195.00</b>	<b>4,903,195.00</b>	<b>3,366,759.14</b>	<b>6,083,101.06</b>	<b>6,099,521.44</b>	<b>3,772,207.79</b>	<b>(1,196,326.44)</b>	<b>(405,448.65)</b>	<b>5,837,198.99</b>	<b>(1,196,326.44)</b>	<b>4,640,872.55</b>	<b>5,375,879.90</b>
Gas Tax & Traffic Cong.	20	614,963.96	614,963.96	523,291.74	889,963.96	893,601.84	649,183.72	(278,637.88)	(125,891.98)	276,796.42	(278,637.88)	(1,841.46)	150,080.93
Local Transportation	21	1,609.37	1,609.37	(198,014.17)	283,625.00	283,625.00	83,625.00	(282,015.63)	(281,639.17)	331,999.09	(282,015.63)	49,983.46	72,334.92
Fines - Traffic Safety	24	81,178.06	81,178.06	74,872.78	81,178.06	81,759.32	31,509.48	(581.26)	43,363.30	86,328.65	(581.26)	85,747.39	127,771.44
<b>Road, Street &amp; Transit - Restricted</b>		<b>697,751.39</b>	<b>697,751.39</b>	<b>400,150.35</b>	<b>1,254,767.02</b>	<b>1,258,986.16</b>	<b>764,318.20</b>	<b>(561,234.77)</b>	<b>(364,167.85)</b>	<b>695,124.16</b>	<b>(561,234.77)</b>	<b>133,889.39</b>	<b>350,187.29</b>
<b>Total Road, Streets and Transit</b>		<b>697,751.39</b>	<b>697,751.39</b>	<b>400,150.35</b>	<b>1,254,767.02</b>	<b>1,258,986.16</b>	<b>764,318.20</b>	<b>(561,234.77)</b>	<b>(364,167.85)</b>	<b>695,124.16</b>	<b>(561,234.77)</b>	<b>133,889.39</b>	<b>350,187.29</b>
Fire Assessment Spec. Rev	30	230,750.00	230,750.00	183,245.21	129,693.66	208,965.81	174,985.46	21,784.19	8,259.75	95,243.18	21,784.19	117,027.37	90,259.99
Landfill Access Fee - Debt Service	31	217,000.00	217,000.00	173,015.54	181,189.61	181,283.76	179,528.35	35,716.24	(6,512.81)	4,998.83	35,716.24	40,715.07	(22,362.46)
Developer Impact Fees	32	16,000.00	16,000.00	51,965.07	-	-	-	16,000.00	51,965.07	232,559.62	16,000.00	248,559.62	536,473.69
<b>Special Revenue - Restricted</b>		<b>463,750.00</b>	<b>463,750.00</b>	<b>408,225.82</b>	<b>310,883.27</b>	<b>390,249.57</b>	<b>354,513.81</b>	<b>73,500.43</b>	<b>53,712.01</b>	<b>332,801.63</b>	<b>73,500.43</b>	<b>406,302.06</b>	<b>604,371.22</b>
<b>Total Special Revenue</b>		<b>463,750.00</b>	<b>463,750.00</b>	<b>408,225.82</b>	<b>310,883.27</b>	<b>390,249.57</b>	<b>354,513.81</b>	<b>73,500.43</b>	<b>53,712.01</b>	<b>332,801.63</b>	<b>73,500.43</b>	<b>406,302.06</b>	<b>604,371.22</b>
Spec Grants Capital Outlay	60	3,277,784.94	3,277,784.94	556,466.33	3,277,784.94	3,278,655.36	1,103,067.31	(870.42)	(546,600.98)	77,518.17	(870.42)	76,647.75	(654,157.98)
Community Development Grants	65	6,800.00	6,800.00	6,539.67	5,000.00	20,000.00	9,989.76	(13,200.00)	(3,450.09)	256,590.92	(13,200.00)	243,390.92	293,896.04
<b>Special Grants - Capital Projects</b>		<b>3,284,584.94</b>	<b>3,284,584.94</b>	<b>563,006.00</b>	<b>3,282,784.94</b>	<b>3,298,655.36</b>	<b>1,113,057.07</b>	<b>(14,070.42)</b>	<b>(550,051.07)</b>	<b>334,109.09</b>	<b>(14,070.42)</b>	<b>320,038.67</b>	<b>(360,261.94)</b>
<b>Special Grants - Operating &amp; Capital Projects</b>		<b>3,284,584.94</b>	<b>3,284,584.94</b>	<b>563,006.00</b>	<b>3,282,784.94</b>	<b>3,298,655.36</b>	<b>1,113,057.07</b>	<b>(14,070.42)</b>	<b>(550,051.07)</b>	<b>334,109.09</b>	<b>(14,070.42)</b>	<b>320,038.67</b>	<b>(360,261.94)</b>
Water Operating	70	1,602,971.61	1,602,971.61	1,338,082.01	1,602,971.61	1,612,906.89	912,538.01	(9,935.28)	425,544.00	-	(9,935.28)	(9,935.28)	581,689.03
Water Capital Projects	71	700,800.00	700,800.00	700,800.00	700,800.00	700,800.00	162,015.99	-	538,784.01	-	-	-	538,784.01
Water Debt Servicing	72	262,880.00	262,880.00	262,800.00	262,880.00	262,880.00	37,046.25	-	225,753.75	200,000.00	-	200,000.00	309,753.75
Water Reserves	74	190,848.39	190,848.39	(236,685.17)	-	-	-	190,848.39	(236,685.17)	5,587,286.97	190,848.39	5,778,135.36	5,949,990.47
<b>Water Enterprise</b>		<b>2,757,500.00</b>	<b>2,757,500.00</b>	<b>2,064,996.84</b>	<b>2,566,651.61</b>	<b>2,576,586.89</b>	<b>1,111,600.25</b>	<b>180,913.11</b>	<b>953,396.59</b>	<b>5,787,286.97</b>	<b>180,913.11</b>	<b>5,968,200.08</b>	<b>7,380,217.26</b>
Sewer Operating	80	1,653,936.77	1,653,936.77	1,077,103.03	1,653,936.77	1,662,796.47	829,714.08	(8,859.70)	247,388.95	-	(8,859.70)	(8,859.70)	152,494.75
Sewer Capital Outlay	81	4,719,370.75	4,719,370.75	4,078,899.32	4,719,370.75	4,719,370.75	3,196,810.31	-	882,089.01	-	-	-	631,905.15
Sewer Debt Servicing	82	(4,134,354.03)	(4,134,354.03)	(3,493,882.60)	(4,134,354.03)	(4,134,354.03)	32,046.25	-	(3,525,928.85)	100,000.00	-	100,000.00	207,177.17
Sewer Reserves	84	198,046.51	198,046.51	225,042.24	-	-	-	198,046.51	225,042.24	3,153,168.83	198,046.51	3,351,215.34	1,637,802.48
<b>Sewer Enterprise Fund</b>		<b>2,437,000.00</b>	<b>2,437,000.00</b>	<b>1,887,161.99</b>	<b>2,238,953.49</b>	<b>2,247,813.19</b>	<b>4,058,570.64</b>	<b>189,186.81</b>	<b>(2,171,408.65)</b>	<b>3,253,168.83</b>	<b>189,186.81</b>	<b>3,442,355.64</b>	<b>2,629,379.55</b>
<b>Total Enterprise Funds</b>		<b>5,194,500.00</b>	<b>5,194,500.00</b>	<b>3,952,158.83</b>	<b>4,805,605.10</b>	<b>4,824,400.08</b>	<b>5,170,170.89</b>	<b>370,099.92</b>	<b>(1,218,012.06)</b>	<b>9,040,455.80</b>	<b>370,099.92</b>	<b>9,410,555.72</b>	<b>10,009,596.81</b>
Agency Trust - Cash	90	-	-	-	-	-	14,978.41	-	(14,978.41)	-	-	-	(16,752.10)
<b>Agency Funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,978.41</b>	<b>-</b>	<b>(14,978.41)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(16,752.10)</b>
<b>Total Agency Funds</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>14,978.41</b>	<b>-</b>	<b>(14,978.41)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(16,752.10)</b>
<b>All Funds Combined</b>		<b>14,543,781.33</b>	<b>14,543,781.33</b>	<b>8,690,300.14</b>	<b>15,737,141.39</b>	<b>15,871,812.61</b>	<b>11,189,246.17</b>	<b>(1,328,031.28)</b>	<b>(2,498,946.03)</b>	<b>16,239,689.67</b>	<b>(1,328,031.28)</b>	<b>14,911,658.39</b>	<b>15,963,021.18</b>

Approval: \_\_\_\_\_ John Mercier, City Mayor

**CITY OF YREKA**  
**QUARTERLY TREASURER'S INVESTMENT REPORT**  
**March 31, 2015**

<u>Settlement Date</u>	<u>Investment</u>	<u>Account Number</u>	<u>Par Amount</u>	<u>Book Value</u>	<u>Market Value</u>	<u>Interest Rate</u>	<u>Maturity Date</u>	<u>Market Value %</u>
<b>Government Bonds</b>								
None								
<b>Certificates of Deposit</b>								
None								
<b>Cash and Equivalents</b>								
12/31/2015	CASH / COUPON & MATURITY PAYMENTS (cash in transit)	875-03646-17 500	\$0.00	\$0.00	\$0.00	0.000	NONE	N/A
12/31/2015	LOCAL AGENCY INVESTMENT FUND ***	98-47-996	\$15,084,894.55	\$15,084,894.55	\$15,084,894.55	0.2660	NONE	100.00%
12/31/2015	SCOTT VALLEY BANK-CHECKING	0001015102	\$1,124,904.81	\$1,124,904.81	\$1,124,904.81	0.0700	NONE	100.00%
12/31/2015	TRI-COUNTIES BANK (YVFD)	176010540	\$64,177.71	\$64,177.71	\$64,177.71	0.0200	NONE	100.00%
12/31/2015	PETTY CASH ON HAND - CITY DEPARTMENTS		\$1,200.00	\$1,200.00	\$1,200.00		NONE	100.00%
12/31/2015	PETTY CASH ON HAND - YVFD		\$100.00	\$100.00	\$100.00		NONE	100.00%
<b>TOTAL CASH AND INVESTMENTS</b>			<b>\$16,275,277.07</b>	<b>\$16,275,277.07</b>	<b>\$16,275,277.07</b>			

\*\*\* See supplemental data on LAIF Investment maturity, investment portfolio mix and yield

The instruments of investments used this quarter are in direct relationship with the City's investment policy. It is the opinion of the Treasurer that the next six (6) months expenditures can be met.

  
 \_\_\_\_\_  
 Shella Rhetta Hogan, Treasurer

Approved by motion of the Yreka City Council at its meeting held May 13, 2015.

\_\_\_\_\_  
 John Mercier, Mayor



**JOHN CHIANG  
TREASURER  
STATE OF CALIFORNIA**



**PMIA Performance Report**

Date	Daily Yield*	Quarter to Date Yield	Average Maturity (in days)
04/30/15	0.28	0.28	220
05/01/15	0.29	0.28	230
05/02/15	0.29	0.28	230
05/03/15	0.29	0.28	230
05/04/15	0.29	0.28	231
05/05/15	0.29	0.28	227
05/06/15	0.29	0.28	227
05/07/15	0.29	0.28	228
05/08/15	0.29	0.28	227
05/09/15	0.29	0.28	227
05/10/15	0.29	0.28	227
05/11/15	0.29	0.28	224
05/12/15	0.29	0.29	223
05/13/15	0.29	0.29	222

\*Daily yield does not reflect capital gains or losses

**LAIF Performance Report**

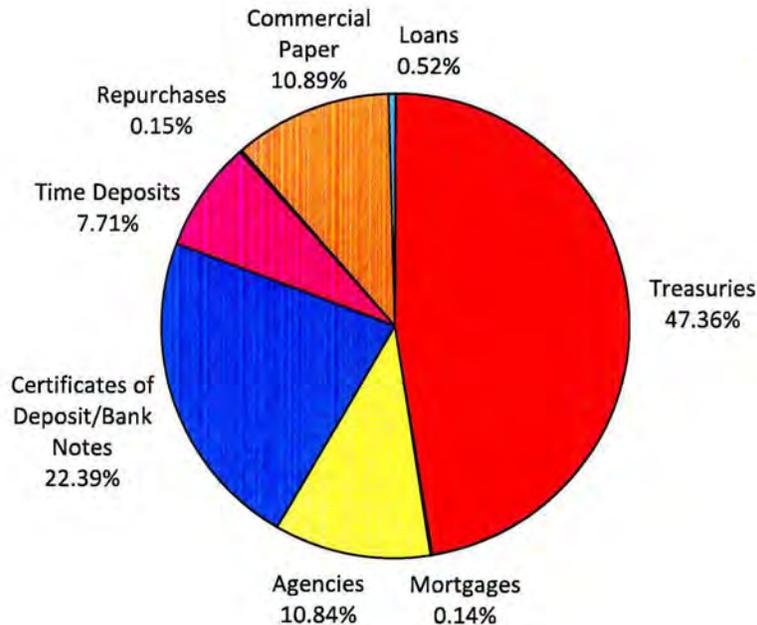
**Quarter Ending 03/31/15**

Apportionment Rate: 0.26%  
 Earnings Ratio: 0.00000712637778462  
 Fair Value Factor: 1.000383728  
 Daily: 0.27%  
 Quarter to Date: 0.27%  
 Average Life: 191

**PMIA Average Monthly Effective Yields**

**APR 2015 0.283%**  
 MAR 2015 0.278%  
 FEB 2015 0.266%

**Pooled Money Investment Account  
Portfolio Composition  
\$67.9 billion  
4/30/15**



**City of Yreka Financial Statement Groupings  
Summary FY 14-15 YTD Fiscal Performance  
as of March 31, 2015**



ACCOUNT	DESCRIPTION	Adopted Bdgt	Revised Operating Bdgt	Current Period	Favorable or (Unfavorable)
<b>1. GENERAL FUNDS</b>					
Revenue					
801	REVENUE: PROP TAXES	956,500.00	956,500.00	580,477.17	-376,022.83
807	MVLF IN LIEU	540,000.00	540,000.00	276,709.01	-263,290.99
810	SALES TAX	1,750,000.00	1,750,000.00	1,096,628.62	-653,371.38
813	REVENUE: TOT TAXES	625,000.00	625,000.00	524,953.38	-100,046.62
814	REVENUE: FRANCHISE FEES	260,000.00	260,000.00	182,513.32	-77,486.68
815	REVENUE - LICENSES AND PERMITS	155,550.00	155,550.00	169,317.23	13,767.23
825	REVENUE - FINES & FORFEITURES	6,500.00	6,500.00	1,425.31	-5,074.69
830	REVENUE - USE OF MONEY & PROPERTY	22,300.00	22,300.00	32,047.11	9,747.11
850	REVENUE - INTERGOVERNMENTAL	126,000.00	126,000.00	102,904.74	-23,095.26
870	REVENUE - USER FEES AND CHARGES	66,345.00	66,345.00	49,263.62	-17,081.38
880	ICA ALLOCATION	325,000.00	325,000.00	180,000.00	-145,000.00
882	REVENUE - OTHER	70,000.00	70,000.00	170,519.63	100,519.63
898	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00
<b>1. GENERAL FUNDS</b>	<b>Revenue Totals</b>	<b>4,903,195.00</b>	<b>4,903,195.00</b>	<b>3,366,759.14</b>	<b>-1,536,435.86</b>
Expense					
100	MAYOR, COUNCIL, CITY MANAGER, CLERK	323,473.04	327,997.09	221,651.23	106,345.86
110	EXP. GENERAL GOVERNMENT	539,760.46	544,033.52	423,809.28	120,224.24
200	PUBLIC SAFETY - POLICE	2,398,743.36	2,399,621.72	1,721,081.79	678,539.93
210	PUBLIC SAFETY - FIRE	310,509.44	310,531.36	223,019.89	87,511.47

Wednesday, May 13, 2015

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ACCOUNT	DESCRIPTION	Adopted Bdgt	Revised Operating Bdgt	Current Period	Favorable or (Unfavorable)
220	PLANNING AND DEVELOPMENT	457,563.23	459,416.52	334,511.12	124,905.40
300	PUBLIC WORKS - ENGINEERING AND ADMIN	91,928.94	92,850.57	19,614.15	73,236.42
350	PUBLIC WORKS - MECHANICAL MAINTENANC	195,177.21	197,583.58	112,651.11	84,932.47
370	PUBLIC WORKS - SERVICE CENTER (ELIM)	0.00	0.00	12,402.64	-12,402.64
400	CULTURAL & REC - PARKS AND REC	481,964.05	483,505.75	311,887.71	171,618.04
645	CAPITAL OUTLAY	990,500.00	990,500.00	113,075.95	877,424.05
760	INTERFUND TRANSFERS	293,481.33	293,481.33	293,481.33	0.00
<b>1. GENERAL FUNDS</b>	<b>Expense Totals</b>	<b>6,083,101.06</b>	<b>6,099,521.44</b>	<b>3,787,186.20</b>	<b>2,312,335.24</b>
<b>1. GENERAL FUNDS</b>	<b>Net Position Change</b>	<b>-1,179,906.06</b>	<b>-1,196,326.44</b>	<b>-420,427.06</b>	<b>775,899.38</b>

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ACCOUNT	DESCRIPTION	Adopted Bdt	Revised Operating Bdt	Current Period	Favorable or (Unfavorable)
<i>Summary for 'Auditor Fund' = 1, GENERAL FUNDS (889 detail records)</i>					
<b>2. STREETS FUNDS</b>					
Revenue					
825	REVENUE - FINES & FORFEITURES	25,000.00	25,000.00	18,253.37	-6,746.63
830	REVENUE - USE OF MONEY & PROPERTY	0.00	0.00	600.62	600.62
850	REVENUE - INTERGOVERNMENTAL	432,000.00	432,000.00	136,175.52	-295,824.48
870	REVENUE - USER FEES AND CHARGES	0.00	0.00	4,060.40	4,060.40
882	REVENUE - OTHER	0.00	0.00	309.05	309.05
898	INTERFUND TRANSFERS	240,751.39	240,751.39	240,751.39	0.00
<b>2. STREETS FUNDS</b>	Revenue Totals	<b>697,751.39</b>	<b>697,751.39</b>	<b>400,150.35</b>	<b>-297,601.04</b>
Expense					
300	PUBLIC WORKS - ENGINEERING AND ADMIN	45,266.00	46,106.35	9,563.20	36,543.15
310	PUBLIC WORKS - STREET MAINTENANCE	199,324.55	200,109.82	94,986.36	105,123.46
311	PUBLIC WORKS - STREET SWEEPING	73,553.33	74,117.93	31,676.72	42,441.21
312	PUBLIC WORKS - STREET LIGHTING	118,772.23	119,349.10	91,910.42	27,438.68
313	PUBLIC WORKS - WEED CONTROL STREETS	10,182.93	10,297.77	6,835.33	3,462.44
314	PUBLIC WORKS - PUBLIC PARKING LOTS	1,020.00	1,020.00	706.02	313.98
320	PUBLIC WORKS - TRAFFIC SAFETY	81,178.06	81,759.32	31,509.48	50,249.84
340	TRANSPORTATION	200,000.00	200,000.00	0.00	200,000.00
390	PUBLIC WORKS - STORM DRAINS	126,844.92	127,600.87	55,457.74	72,143.13
645	CAPITAL OUTLAY	315,000.00	315,000.00	358,047.93	-43,047.93
760	INTERFUND TRANSFERS	83,625.00	83,625.00	83,625.00	0.00
<b>2. STREETS FUNDS</b>	Expense Totals	<b>1,254,767.02</b>	<b>1,258,986.16</b>	<b>764,318.20</b>	<b>494,667.96</b>
<b>2. STREETS FUNDS</b>	Net Position Change	<b>-557,015.63</b>	<b>-561,234.77</b>	<b>-364,167.85</b>	<b>197,066.92</b>

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ACCOUNT	DESCRIPTION	Adopted Bdt	Revised Operating Bdt	Current Period	Favorable or (Unfavorable)
<i>Summary for 'Auditor Fund' = 2, STREETS FUNDS (295 detail records)</i>					
<b>3. SPECIAL REVENUE FUNDS</b>					
Revenue					
811	OTHER TAXES	230,000.00	230,000.00	183,149.02	-46,850.98
815	REVENUE - LICENSES AND PERMITS	16,000.00	16,000.00	51,343.11	35,343.11
830	REVENUE - USE OF MONEY & PROPERTY	750.00	750.00	718.15	-31.85
870	REVENUE - USER FEES AND CHARGES	217,000.00	217,000.00	173,015.54	-43,984.46
896	LEASE PROCEEDS	0.00	0.00	0.00	0.00
<b>3. SPECIAL REVENUE FUNDS</b>	Revenue Totals	<b>463,750.00</b>	<b>463,750.00</b>	<b>408,225.82</b>	<b>-55,524.18</b>
Expense					
100	COLLECTION EXPENSE	12,367.22	12,555.52	9,045.83	3,509.69
210	PUBLIC SAFETY - FIRE	0.00	35,000.00	33,652.98	1,347.02
645	CAPITAL OUTLAY	0.00	44,178.00	44,178.00	0.00
740	PRINCIPAL ON LT DEBT	182,185.58	182,185.58	153,446.29	28,739.29
745	INTEREST ON LT DEBT	116,330.47	116,330.47	114,190.71	2,139.76
<b>3. SPECIAL REVENUE FUNDS</b>	Expense Totals	<b>310,883.27</b>	<b>390,249.57</b>	<b>354,513.81</b>	<b>35,735.76</b>
<b>3. SPECIAL REVENUE FUNDS</b>	Net Position Change	<b>152,866.73</b>	<b>73,500.43</b>	<b>53,712.01</b>	<b>-19,788.42</b>

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ACCOUNT	DESCRIPTION	Adopted Bdg	Revised Operating Bdg	Current Period	Favorable or (Unfavorable)
<i>Summary for 'Auditor Fund' = 3. SPECIAL REVENUE FUNDS (52 detail records)</i>					
<b>4. CAPITAL &amp; CDBG GRANTS</b>					
Revenue					
830	REVENUE - USE OF MONEY & PROPERTY	6,800.00	6,800.00	6,539.67	-260.33
850	REVENUE - INTERGOVERNMENTAL	3,099,430.00	3,099,430.00	378,111.39	-2,721,318.61
898	INTERFUND TRANSFERS	178,354.94	178,354.94	178,354.94	0.00
<b>4. CAPITAL &amp; CDBG GRANTS</b>	<b>Revenue Totals</b>	<b>3,284,584.94</b>	<b>3,284,584.94</b>	<b>563,006.00</b>	<b>-2,721,578.94</b>
Expense					
200	PUBLIC SAFETY - POLICE	0.00	0.00	0.00	0.00
300	PUBLIC WORKS - ENGINEERING AND ADMIN	2,729.94	3,600.36	8,043.63	-4,443.27
310	PUBLIC WORKS - STREET MAINTENANCE	30,000.00	30,000.00	2,994.60	27,005.40
390	PUBLIC WORKS - STORM DRAINS	2,600.00	2,600.00	0.00	2,600.00
600	COMMUNITY DEVELOPMENT	5,000.00	20,000.00	9,989.76	10,010.24
645	CAPITAL OUTLAY	3,242,455.00	3,242,455.00	1,092,029.08	2,150,425.92
<b>4. CAPITAL &amp; CDBG GRANTS</b>	<b>Expense Totals</b>	<b>3,282,784.94</b>	<b>3,298,655.36</b>	<b>1,113,057.07</b>	<b>2,185,598.29</b>
<b>4. CAPITAL &amp; CDBG GRANTS</b>	<b>Net Position Change</b>	<b>1,800.00</b>	<b>-14,070.42</b>	<b>-550,051.07</b>	<b>-535,980.65</b>

Wednesday, May 13, 2015

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ACCOUNT	DESCRIPTION	Adopted Bdg	Revised Operating Bdg	Current Period	Favorable or (Unfavorable)
<i>Summary for 'Auditor Fund' = 4. CAPITAL &amp; CDBG GRANTS (266 detail records)</i>					
<b>5. WATER FUNDS</b>					
Revenue					
830	REVENUE - USE OF MONEY & PROPERTY	14,000.00	14,000.00	8,629.04	-5,370.96
850	REVENUE - INTERGOVERNMENTAL	0.00	0.00	0.00	0.00
870	REVENUE - USER FEES AND CHARGES	2,743,500.00	2,743,500.00	2,056,250.80	-687,249.20
882	REVENUE - OTHER	0.00	0.00	117.00	117.00
898	INTERFUND TRANSFERS	0.00	0.00	0.00	0.00
<b>5. WATER FUNDS</b>	<b>Revenue Totals</b>	<b>2,757,500.00</b>	<b>2,757,500.00</b>	<b>2,064,996.84</b>	<b>-692,503.16</b>
Expense					
100	COLLECTION EXPENSE	124,217.31	125,404.36	89,889.81	35,514.55
300	ENGINEERING	99,868.12	100,626.81	11,512.42	89,114.19
500	WATER DISTRIBUTION EXPENSE	345,564.14	347,591.52	189,855.54	157,735.98
510	WATER TREATMENT AND CONSERVATION	600,322.04	606,284.40	356,522.49	249,761.91
510	COST OF POWER AND WATER	268,000.00	268,000.00	174,757.75	93,242.25
645	CAPITAL OUTLAY	644,800.00	644,800.00	106,015.99	538,784.01
740	PRINCIPAL ON LT DEBT	116,000.00	116,000.00	0.00	116,000.00
745	INTEREST ON LT DEBT	146,880.00	146,880.00	37,046.25	109,833.75
760	INTERFUND TRANSFERS	56,000.00	56,000.00	56,000.00	0.00
799	ICA EXPENSE	165,000.00	165,000.00	90,000.00	75,000.00
<b>5. WATER FUNDS</b>	<b>Expense Totals</b>	<b>2,566,651.61</b>	<b>2,576,586.89</b>	<b>1,111,600.25</b>	<b>1,464,986.64</b>
<b>5. WATER FUNDS</b>	<b>Net Position Change</b>	<b>190,848.39</b>	<b>180,913.11</b>	<b>953,396.59</b>	<b>772,483.48</b>

Wednesday, May 13, 2015

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ACCOUNT	DESCRIPTION	Adopted Bdg	Revised Operating Bdg	Current Period	Favorable or (Unfavorable)
<i>Summary for 'Auditor Fund' = 5. WATER FUNDS (246 detail records)</i>					
<b>6. SEWER FUNDS</b>					
<b>Revenue</b>					
830	REVENUE - USE OF MONEY & PROPERTY	3,500.00	3,500.00	2,946.09	-553.91
870	REVENUE - USER FEES AND CHARGES	2,363,500.00	2,363,500.00	1,814,215.90	-549,284.10
882	REVENUE - OTHER	0.00	0.00	0.00	0.00
898	INTERFUND TRANSFERS	70,000.00	70,000.00	70,000.00	0.00
6 SEWER FUNDS	Revenue Totals	2,437,000.00	2,437,000.00	1,887,161.99	-549,838.01
<b>Expense</b>					
100	COLLECTION EXPENSE	91,418.39	92,556.34	59,475.60	33,080.74
300	ENGINEERING	99,535.76	100,622.51	17,621.45	83,001.06
510	COST OF POWER AND WATER	227,000.00	227,000.00	148,637.54	78,362.46
550	WASTEWATER COLLECTION EXPENSE	357,730.05	359,799.22	93,749.03	266,050.19
560	WASTEWATER TREATMENT EXPENSE	718,252.57	722,818.40	420,230.46	302,587.94
645	CAPITAL OUTLAY	244,800.00	244,800.00	-698,558.63	943,358.63
690	CAPITALIZATION OF ASSETS	0.00	0.00	61,269.62	-61,269.62
740	PRINCIPAL ON LT DEBT	144,993.30	144,993.30	0.00	144,993.30
745	INTEREST ON LT DEBT	139,223.42	139,223.42	32,046.25	107,177.17
760	INTERFUND TRANSFERS	56,000.00	56,000.00	56,000.00	0.00
799	ICA EXPENSE	160,000.00	160,000.00	90,000.00	70,000.00
6 SEWER FUNDS	Expense Totals	2,238,953.49	2,247,813.19	280,471.32	1,967,341.87
6 SEWER FUNDS	Net Position Change	198,046.51	189,186.81	1,606,690.67	1,417,503.86

Wednesday, May 13, 2015

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ACCOUNT	DESCRIPTION	Adopted Bdg	Revised Operating Bdg	Current Period	Favorable or (Unfavorable)
<i>Summary for 'Auditor Fund' = 6. SEWER FUNDS (240 detail records)</i>					
Grand Total		1,193,360.06	1,328,031.28	-1,279,153.29	-2,607,184.57

Wednesday, May 13, 2015

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